The Informational and General Affairs Meeting of the Board of Commissioners of the Township of Upper St. Clair, duly advertised and posted in accordance with law, was called to order at approximately 7:30 PM, Monday, October 28, 2019, in the Board of Commissioners’ Meeting Room, Township of Upper St. Clair Municipal Building, 1820 McLaughlin Run Road, Pittsburgh, PA 15241.

PRESENT: Commissioner Christie President
Commissioner Seitanakis Vice President
Commissioner Logan
Commissioner Orchowski
Commissioner Paoly
Commissioner Pardini
Commissioner Waller
Matthew R. Serakowski Township Manager
Mark S. Mansfield Assistant Township Manager
Mark P. Romito Director of Finance
Adam A. Benigni Director of Planning & Community Development
Irving S. Firman Township Attorney
Daniel S. Deiseroth, P.E. Township Engineer
Laura Long Recording Secretary

PUBLIC: No public attended.

COMMUNITY DEVELOPMENT – OLD BUSINESS

Consideration of PLC19-0001 - Ardolino Development Plan - Nonresidential Planned Development - Amended Final Approval

Mr. Benigni stated that the hearing was continued from the Monday, October 7, 2019 Board of Commissioners Regular Meeting. This application was filed by Mr. Rodney Ardolino for Amended Final Approval of a Planned Office Center Development to allow the construction of a new restaurant located in the RM-P-Planned Restricted Light Industrial District at 1131, 1141 Boyce Road and 2585 Maple Lane. This application was reviewed by the Planning Commission on July 18, 2019 and was recommended for approval subject to certain conditions. Provided no additional testimony is required, staff will recommend that the hearing be closed and action taken. Staff will prepare a Bill for consideration by the Board on November 4, 2019.

In response to Commissioner Christie’s question, Mr. Firman stated that the Township received findings of fact and conclusions of law from the applicant and from the intervener late in the day and will review and discuss with the Board at a later time.

Commissioner Christie asked if there were any further comments from the Board and there were none.
Continued Public Hearing Re. PLC19-0008 – Defender Properties, LLC – 1140 Boyce Road – Nonresidential Planned Development – Tentative Approval

Mr. Benigni stated that this public hearing was continued from the Monday, October 7, 2019 Board of Commissioners Regular Meeting. This application was filed by Mr. John Biedrzycki for Tentative Approval of a Nonresidential Planned Development to allow the conversion of an existing home into office space, add a parking lot, utilities and stormwater detention facility located in the SB – Special Business District at 1140 Boyce Road. This application was considered by the Planning Commission at its regular meeting on August 15, 2019 and recommended for approval subject to certain conditions. Provided no additional testimony is required, staff will recommend that the hearing be closed and action taken. A Decision granting Tentative Approval will be prepared for consideration by the Board on November 4, 2019.

Commissioner Christie asked if there were any further comments from the Board and there were none.

COMMUNITY DEVELOPMENT – NEW BUSINESS

Items of Interest Report

Mr. Benigni stated that Community Development staff recently met with a development team to discuss a potential 11 lot subdivision, Woodshire Estates, that would be located off of Locust Lane near the intersection with Keifer Drive. Staff will keep the Board informed if and when this proposed subdivision moves forward.

In response to Commissioner Logan’s and Commissioner Christie’s questions, Mr. Benigni stated that this subdivision would be located on a new street which would need to be built.

Commissioner Christie asked if there were any further comments from the Board and there were none.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Public Hearing – 2020 Proposed Budget

Mr. Romito stated that the public hearing for the 2020 Proposed Budget is scheduled to take place at the November 4, 2019 Board of Commissioners Regular Meeting. The hearing will include a presentation by the Director of Finance.

The Budget & Finance Committee met on Monday, September 30, 2019 to review the assumptions to be used in the budget development process. The Committee again met on Tuesday, October 22, 2019 for an initial review of the Proposed Budget. The 2020 Proposed Budget document has been made available for public inspection at the Township’s administrative offices, the library, and on the Township’s website.

Commissioner Christie asked Commissioner Paoly to give the status update for the Budget & Finance Meeting of October 22, 2019.

Status Report Re. Budget and Finance Committee Meeting of October 22, 2019

Commissioner Paoly stated that the Committee met last week on Tuesday morning and the full committee was in attendance. The discussion included the audit of Township pension plans and highlights which would be shared the following week.
Commissioner Christie asked if there were any further comments from the Board and there were none.

Discussion Re. Approval of Contract for the Purchase of Gasoline and Diesel Fuel
Mr. Mansfield stated that the SHACOG Purchasing Alliance recently received bids for gasoline and diesel fuel. Glassmere Fuel Service, Incorporated, Curtisville, PA, was the lowest responsible bidder for the 89 Octane gasoline for the quantities required by the Township and that funding for fuel expense is allocated in the Public Works’ Equipment Maintenance Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Glassmere Fuel Service, Incorporated under the terms specified above, at the Regular Board Meeting on November 4, 2019.

Conversation ensued between the Board and Mr. Mansfield regarding the difference between diesel and gas and how it affects the price.

Commissioner Christie asked if there were any further comments from the Board and there were none.

Discussion Re. Authorization of Contract for Community & Recreation Center (C&RC) Security Camera System
Mr. Mansfield stated that the current C&RC Security Camera system was installed and implemented with the construction and opening of the C&RC in 2009. Following ten (10) years of use and improved technology advancements in the field over this same period it warrants an upgrade.

Key personnel from the Police, Public Works, IT and the Recreation Departments have worked through the process of reviewing various replacement solutions with three (3) COSTAR Vendors and recommend the proposal submitted by Horizon Information Services. The new system provides for expanded coverage, improved resolution and greater retention options.

Horizon Information Services, Glenshaw, PA, provided the most desirable replacement solutions with a configuration that includes 65 cameras, nearly doubling the current cameras, with a Video Server capacity of 72 TB and 30 days of stored recordings. The IP based system integrates well with other Township wide systems and provides greatly enhanced resolution. It will be monitored 24/7 by the Township’s Police Dispatch Center.

The funding for the C&RC Security Camera System upgrade is allocated in the C&RC’s 2019 Capital Improvement Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Horizon Information Services in the amount of $105,940.00 at the November 4, 2019 Regular Meeting of the Board.

Conversation ensued between the Board and Mr. Mansfield relating to the recording time of the current camera system compared to the improvements of the new camera system.
Commissioner Christie asked if there were any further comments from the Board and there were none.

Discussion Re. Pension Funds Investment Management Advisory Services RFP
Mr. Romito stated that over the past several months, Township staff has been conducting a Request for Proposals (RFP) process for investment management advisory services for the Police and Non-Uniformed Defined Benefit Pension Plans. The RFP drew interest from 17 firms who submitted proposals in July.

The Township worked with an independent consultant, Englebert Financial Advisors (EFA), to thoroughly review each of the proposals. EFA also conducted initial screenings and phone interviews of each firm and provided guidance on the five (5) firms who were narrowed down to make a final presentation on October 21, 2019. Staff spent the day conducting the hour-long interviews and is now working with EFA to perform final evaluations and due diligence of each finalist. It is anticipated that a recommendation for selection of a pension funds investment advisor will be provided to the Board of Commissioners for consideration at the regular meeting on November 4, 2019.

In response to Commissioner Orchowski’s question, Mr. Romito stated that there would not be a contract length and that Staff would periodically review the selected advisor on a quarterly basis.

Commissioner Logan asked what prompted the Township to issue the RFP of a consolidated investment advisor. Mr. Romito stated multiple reasons including the opportunity to take another look to see what is on the market as a best practice to maintain competitive fees.

In response to Commissioner Christie’s question, Mr. Romito confirmed that the Township’s two (2) current firms are PNC and Corner Stone Wealth Advisory, both of which made it to the list of five (5) finalists and are still being considered.

Conversation ensued between Commissioner Christie and Mr. Romito regarding the use of an independent consultant to assist with the RFP process and how it made an impact on the amount of responses received.

Commissioner Christie asked if there were any further comments from the Board and there were none.

GENERAL AFFAIRS

Review of the Informational and General Affairs Meeting Minutes of September 30, 2019
Commissioner Pardini moved to approve the Informational and General Affairs Meeting Minutes of September 30, 2019. This was seconded by Commissioner Seitanakis and approved by a 7-0 voice vote.

Consideration of the October 2019 Bill Sheet
Commissioner Paoly stated that the Bill Sheet was reviewed and thanked the members of the Board for their review and replies. He asked if there were any additional questions and moved for the approval of the October 2019 Bill Sheet, which was seconded by Commissioner Seitanakis and approved by a 7-0 voice vote.
Acknowledge Receipt of Financial Statements for the Nine-Month Period ending September 30, 2019

Commissioner Paoly acknowledged receipt of the Financial Statements for the Nine-Month Period ending September 30, 2019 and stated that he received a question relating to the Transfer Tax. Mr. Romito confirmed that this year’s transfer tax is still performing ahead of budget this year and that the Township expects it to meet the budget.

Commissioner Christie asked if there were any additional comments from the Board and Commissioner Orchowski stated that earlier in the week, he along with Commissioner Waller attended the grand opening ceremony of Friendship Village. He commended the facility’s staff and amenities.

Commissioner Christie reminded the Board of the upcoming Veterans Observance Ceremony to be held at the Upper St. Clair Veterans Park on Monday, November 11, 2019 at 9:30 AM.

**ADJOURNMENT**

Commissioner Christie announced that the Board will be meeting in Executive Session following this evening’s Informational and General Affairs Meeting to discuss legal and personnel matters.

Commissioner Waller moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Orchowski. This was approved by a 7-0 voice vote and the meeting was adjourned at approximately 7:51 PM.

Laura Long
Recording Secretary
October 2019
I. CASES WHERE TOWNSHIP IS PLAINTIFF


C. Township of Upper St. Clair v. Elizabeth Chu - No. CV-245-2019 (Magistrate Arnoni)


E. Township of Upper St. Clair v. Erie Construction Mid-West, Inc. - No. CV-258-2019 (Magistrate Arnoni)


II. CASES WHERE TOWNSHIP IS DEFENDANT NOT DEFENDED BY INSURANCE CARRIER

NONE.

III. CASES WHERE UPPER ST. CLAIR IS DEFENDANT AND INSURANCE COMPANY IS DEFENDING

A. Folino v. West Penn Power and Upper St. Clair Township, GD 15-11969

IV. OTHER LITIGATION INCLUDING BANKRUPTCY MATTERS

A. David A. Mackowick - 12-26163

B. Marc Wolkoff - 13-21084

C. Meghan E. Webb - 13-22643

D. Lance and Susan Falce - 13-23468
E. Norman and Barbara Swiech - 13-24404
F. David and Mary Conn - 14-22699
G. Penny Caswell - 17-21249
H. Raymond and Michele Champagne - 14-23668
I. Vincent Kelly - 16-24838
J. Robert and Adriene Bruno - 15-22160
K. Linda K. Rutter - 15-24427

V. LAND USE

VI. OTHER LEGAL MATTERS

A. REDINGER V. ALLEGHENY COUNTY HEALTH DEPARTMENT
B. UNITED STATES ENVIRONMENTAL PROTECTION AGENCY ACTION PURSUANT TO 33 U.S.C. §138
C. R&B CONTRACTING - ALLIED WORLD INSURANCE COMPANY BOND CLAIM
D. TOWNSHIP OF UPPER ST. CLAIR V. SUJILIDA, S.A. NO. 19-000168