

**BOARD OF COMMISSIONERS INFORMATIONAL
AND GENERAL AFFAIRS MEETING MINUTES**

April 28, 2025

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, April 28, 2025, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA, 15241.

PRESENT:	Commissioner Paoly	President
	Commissioner Plutko	Vice President
	Commissioner Burlingame	
	Commissioner Enck	
	Commissioner Graves	
	Commissioner Pardini	
	Commissioner Thomas	
	Matthew R. Serakowski	Township Manager
	Mark M. Mansfield	Assistant Township Manager
	Adam A. Benigni	Director of Planning and Community Development
	Irving S. Firman	Township Attorney
	Michael J. Galet, P.E.	Township Engineer
	Laura Long	Recording Secretary

EXCUSED: Mark P. Romito

PUBLIC: Approximately one member of the public was in attendance.

Commissioner Paoly announced the Board met earlier this evening for a tour of the Public Works facility with the Director of Public Works. Commissioner Paoly stated it was a nice tour and asked staff to share his appreciation back to the Public Works team.

CITIZENS' COMMENTS

Commissioner Paoly asked if there were any citizens' comments, and there were none.

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD BUSINESS

Continued Public Hearing Re. PLC25-0001 – St. Clair Country Club Paddle Courts – Unified Conditional Use Preliminary and Final Land Development Approval.

Mr. Benigni stated this is the continued public hearing on an application filed by the St. Clair Country Club for Unified Conditional Use/Preliminary and Final Land Development Approval to construct new paddle tennis courts at the St. Clair Country Club, located at 2300 Old Washington Road. The application was reviewed by the Planning Commission on January 14, 2025 and February 18, 2025 and was recommended for approval subject to certain conditions. A Bill will be prepared for consideration by the Board on Monday May 5, 2025.

Commissioner Paoly inquired about the St. Clair Country Club's (SCCC) plans for temporary structures such as porta johns. In response, Mr. Benigni stated that there has not been an official request for temporary structures yet.

Commissioner Paoly asked that Staff confirm the hours of operation and lighting at the Township's paddle tennis courts and stated that he has concerns regarding temporary structures becoming permanent, and active play going beyond 11:00PM.

Mr. Serakowski stated unless there are active fields for sporting events, all Township parks close at dusk and 10:00PM is when the Township field lights turn off.

Commissioner Pardini stated he would like to see a more specific timeframe for the Country Club's hours of operation of the proposed paddleball courts.

Commissioner Graves referred to the Country Club's plans to place trees to block light and sound and requested that something be formalized to require SCCC to maintain and replace trees within a reasonable time-period. In response, Mr. Benigni stated there would be a condition regarding landscaping.

Mr. Serakowski thanked the Board for sharing their feedback regarding this item.

Commissioner Paoly asked if the Board had any additional questions or comments, and there were none.

COMMUNITY DEVELOPMENT – NEW BUSINESS

Public Hearing Re. PLC25-0002 – Pittsburgh Baseball Lab – Nonresidential – Conditional Use Approval.

Mr. Benigni stated this is the initial public hearing on an application filed by Bud Martin for Conditional Use Approval to convert the existing structure located at 1341 McLaughlin Run Road into an indoor baseball facility. The application was reviewed by the Planning Commission on March 20, 2025 and was recommended for approval subject to certain conditions. Following the applicant's presentation, staff will recommend that the hearing be continued to Monday, June 2, 2025, for the purpose of taking staff testimony.

Commissioner Graves asked if this is the same building relating to the Agenda item last year requesting a Zoning Text Amendment to Chapter 130 of the Township Code entitled "Zoning" to amend standards and criteria for mini warehouses in the RM Restricted Light Industrial District. Mr. Benigni confirmed that this is the same building, since the Zoning Text Amendment did not pass and the code did not change, the owners of the property now have it under contract to Mr. Martin, subject to approvals.

Commissioner Paoly asked if the Board had any additional questions or comments, and there were none.

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Recognitions.

Commissioner Paoly asked Commissioner Pardini to present the proclamation recognizing May 18-24, 2025, as National Emergency Medical Services Week in Upper St. Clair at the May 5, 2025 Regular Board Meeting.

Commissioner Paoly asked Commissioner Enck to present a proclamation to the Upper St. Clair High School Speech & Debate Team for their win at the Pennsylvania High School Speech League Championship.

Commissioner Paoly asked Commissioner Graves to present a certificate of achievement to the Upper St. Clair High School Boys Basketball Team for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.

Commissioner Paoly asked Commissioner Burlingame to present a certificate of achievement to the Upper St. Clair High School Girls Basketball Team for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.

Discussion Re. Approval of Contracts.

Commissioner Paoly asked Mr. Mansfield to review the five contracts on the Agenda so that the Board may ask questions after they have each been reviewed.

- **Emergency Repair to Library Elevator**

Mr. Mansfield stated on April 3, 2025, the elevator serving the second and third floor of the Library suffered a failure that involved the large hydraulic piston that elevates and permits retraction of the unit. The unit is original to the elevator system and needs to be entirely replaced.

Staff has received three proposals for the extensive repairs, with KONE, Inc., Pittsburgh, PA, providing the low quote in the amount of \$67,540.00.

Repairs for this failure have no budgetary allowance for 2025, so funding will come from the Township's Capital Reserve.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with KONE, Inc. in the amount of \$67,540.00 at the May 5, 202 Regular Meeting of the Board.

- **Municipal Building Heating & Cooling Upgrades**

Mr. Mansfield stated Staff has received three proposals for the replacement of six uninvent heating and cooling units located above the adult library. JB Mechanical, Washington, PA provided the low quote in the amount of \$61,750.00.

This purchase is allocated in the Township's 2025 Capital Projects Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with JB Mechanical, Inc. in the amount of \$61,750.00 at the May 5, 2025 Regular Meeting of the Board.

- **Route 19 Fire Hall Boiler Replacements**

Mr. Mansfield stated Staff has received three proposals for the replacement of two gas fired boilers located in the Route 19 Fire Hall that serve the radiant floor heat system and the exterior radiant snowmelt system. JB Mechanical, Washington, PA provided the low quote in the amount of \$93,750.00.

This purchase is allocated in the Township's 2025 Capital Projects Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with JB Mechanical, Inc. in the amount of \$93,750.00 at the May 5, 2025 Regular Meeting of the Board.

- **Morton Fields Complex Playground Structure**

Mr. Mansfield stated Staff has received a proposal from General Recreation, Inc. for the purchase, installation and delivery of playground equipment for the Morton Fields Complex utilizing the Sourcewell Contract #010521-LSI in the amount of \$355,066.00. This includes the installation of a four-seat swing set, custom play towers, playshaper play unit, seesaw, and bobble rider.

This purchase is allocated in the Township's 2025 Capital Projects Budget and is entirely grant funded.

Staff will recommend that the proper Township officials be authorized to execute a contract with General Recreation, Inc. in the amount of \$355,066.00 at the Regular Meeting of the Board on April 7, 2025.

- **Authorization of Contracts for Administration Staff Vehicle and Public Works Equipment**

Staff is seeking approval to purchase the following Administration Staff vehicle Public Works equipment in accordance with the Fleet and Equipment Replacement Schedule:

<u>Staff Vehicle</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
One (1) 2025 Ford Explorer 4x4	Tri-Star Ford Blairsville, PA	COSTARS Contract #026-E23-215	\$ 51,343.00
<u>Public Works Equipment</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
Two (2) 9' Aluminum Dump Body Upfits with stainless steel tailgate spreaders, salt & liquid dispensing systems and 9" snowplows (for two (2) Ford F600 Cab & Chassis) @ \$71,967.25 each	Stephenson Equipment, Inc. Lilly, PA	COSTARS Contract #25-E22-432	\$143,934.50

The Staff vehicle and Public Works equipment are allocated in the Township's 2025 Capital Projects Budget.

Staff will recommend that the proper Township officials be authorized to enter into contracts with the above-mentioned vendors in the amounts indicated at the May 5, 2025 Regular Meeting of the Board.

In response to Commissioner Enck's inquiry, Mr. Mansfield stated that this elevator had been in service since the original library renovation, part of Project 2000, which occurred sometime around 1984 or 1985.

Commissioner Paoly asked if the Board had any questions or comments, and there were none.

GENERAL AFFAIRS

Review of the Informational and General Affairs Meeting Minutes of March 31, 2025.

Commissioner Burlingame moved to approve the Informational and General Affairs Meeting Minutes of March 31, 2025. This was seconded by Commissioner Pardini and carried with a 7-0 voice vote.

Consideration of the April 2025 Bill Sheet.

Commissioner Paoly stated the Board received the April 2025 Bill Sheet via email and there were no questions submitted. Commissioner Enck moved for approval of the April 2025 Bill Sheet, which was seconded by Commissioner Burlingame and approved with a 7-0 voice vote.

Acknowledge Receipt of Financial Statements for the Three-Month Period ending March 31, 2025.

Commissioner Paoly acknowledged receipt of the Financial Statements for the three-month period ending March 31, 2025 and stated they are available at the Township offices for review.

ADDITIONAL COMMENTS

Commissioner Paoly stated following adjournment, the Board will be meeting for an Executive Session to discuss legal and personnel matters.

ADJOURNMENT

Commissioner Burlingame moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Pardini. This was approved by a 7-0 voice vote and the meeting was adjourned at approximately 7:44 PM.

Laura Long
Recording Secretary
April 28, 2025

LITIGATION REPORT - SUMMARY
TOWNSHIP OF UPPER ST. CLAIR
April 25,2025

I. CASES WHERE TOWNSHIP IS PLAINTIFF

- A. Township of Upper St. Clair vs. Francis Funaro (No. CV-99-2024) (Magistrate Arnoni)
- B. Township of Upper St. Clair v. Irene Johnovna Verzelli (No. CV-176-2024) (Magistrate Arnoni)
- C. Township of Upper St. Clair v. Remedy Development LLC (No. CV-159-2024) (Magistrate Arnoni):
- D. Township of Upper St. Clair vs. Robert J. Komosinski (No. CV-237-2024) (Magistrate Arnoni):
- E. Township of Upper St. Clair vs. Deborah E. McPherson & David C. Mesko
- F. Township of Upper St. Clair vs. Joseph J. Zelezniak & Judith A. Zelezniak
- G. Township of Upper St. Clair vs. Srinivasa Dokku
- H. Township of Upper St. Clair vs. Patricia H. Odonnell
- I. Township of Upper St. Clair vs. Kerry L. Turner

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

- A. ShIPLEY Plumbing LLC v. Township of Upper St. Clair (AAA Case No. 01-24-0008-2776).
- B. TBI Contracting, Inc. v. Township of Upper St. Clair and Edelmann Project Management LLC d/b/a EPM Architecture (AAA Case No. 01-24-0008-6898).

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

- A. Jeffrey S. Valperga et ux. vs. The Municipal Authority of the Township of Upper St. Clair, Township of Upper St. Clair, and Municipality of Bethel Park, GD 20-9879 (Allegheny County).
- B. HUD Fair Housing Complaint (Jason Depp).
- C. Estate of Stephen A. Stasenکو vs. Township of Upper St. Clair et al., GD 23-3656 (Allegheny County).
- D. Susan Shepherd as Administratrix of the Estate of Chris Shepherd vs. Township of Upper St. Clair, (GD 24-2215) (Allegheny County)

IV. OTHER LITIGATION INCLUDING BANKRUPTCY MATTERS

V. **LAND USE**

VI. **OTHER LEGAL MATTERS**

- A. United States Environmental Protection Agency Action Pursuant To 33 U.S.C. §138
- B. M & D Properties Board of Viewers, No. GD20-10982