

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

January 27, 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, January 27, 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 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:	Commissioner Pardini	
	Mark P. Romito	Director of Finance

PUBLIC: No members of the public were in attendance.

CITIZENS' COMMENTS

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

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD BUSINESS

None.

COMMUNITY DEVELOPMENT – NEW BUSINESS

None.

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Authorization of Contracts for Police Vehicles.

Mr. Mansfield stated Staff is seeking approval to purchase the following vehicles in accordance with the Fleet and Equipment Replacement Schedule:

<u>Vehicles</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
Two (2) 2025 Ford Police Interceptor SUVs @ \$45,029 each	Tri Star Motors Blairsville, PA	COSTARS Contract #013-E22-272	\$90,058.00

Police vehicles are 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 Tri Star Motors for \$90,058.00 at the February 3, 2025 Regular Meeting of the Board.

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

Discussion Re. Transfer of Properties from Municipal Authority of Upper St. Clair to Township of Upper St. Clair.

Mr. Mansfield stated the Township desires to have all Real Estate currently titled in the name of the Municipal Authority of the Township of Upper St. Clair to the Township of Upper St. Clair. The Township Attorney has provided an outline of the steps necessary to affect the transfer of three parcels, two of which are located on McLaughlin Run Road and the other on Circle Drive. This transfer would ultimately facilitate turning over the Circle Drive pump station to ALCOSAN as well as meeting the Redevelopment Assistance Capital Program (RACP) library grant Municipal Building ownership requirements.

Accordingly, the Township must adopt an ordinance setting forth its desire to have the Authority transfer the properties back to the Township. An ordinance will therefore be prepared for the February 3, 2025 Board of Commissioners meeting for this purpose. After the ordinance is adopted by the Township, the Township Attorney will prepare deeds transferring the properties from the Authority to the Township. Each deed will need to be executed by representatives from the Authority. Thereafter, the Authority must also hold a public meeting and pass a resolution authorizing the transfer of the properties. After the deeds are executed, the deeds will need to be recorded with the Allegheny County Recorder of Deeds Office.

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

GENERAL AFFAIRS

Status Report Re. Community & Recreation Center Implementation Advisory Committee Meeting held Wednesday, January 8, 2025.

Commissioner Burlingame stated that the Community & Recreation Center Implementation Advisory Committee (C&RC – IAC) had a great meeting earlier this month. C&RC leadership has categorized the items included within the Ballard*King report and prioritized them based on how they would

value the C&RC. The Committee reviewed the prioritization and plans to make recommendations for each item, one by one, as the meetings move forward. Commissioner Burlingame indicated that the meeting was very productive. Commissioner Enck agreed and indicated that she had nothing to add. Commissioner Graves indicated that some of the items that the Ballard*King report had listed as second tier were pulled to the first tier of prioritization once the committee reviewed and discussed.

Review of the Informational and General Affairs Meeting Minutes of December 16, 2024.

Commissioner Burlingame moved to approve the Informational and General Affairs Meeting Minutes of December 16, 2024. This was seconded by Commissioner Enck and carried with a 6-0 voice vote.

Consideration of the January 2025 Bill Sheet.

Commissioner Paoly stated the Board received the January 2025 Bill Sheet via email and there were no questions submitted. Commissioner Enck moved for approval of the January 2025 Bill Sheet, which was seconded by Commissioner Graves and approved with a 6-0 voice vote.

Acknowledge Receipt of Financial Statements for the Twelve-Month Period ending December 31, 2024.

Commissioner Paoly acknowledged receipt of the Financial Statements for the twelve-month period ending December 31, 2024 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 Enck. This was approved by a 6-0 voice vote and the meeting was adjourned at approximately 7:36PM.

Laura Long
Recording Secretary
January 27, 2024

LITIGATION REPORT - SUMMARY
TOWNSHIP OF UPPER ST. CLAIR
January 24, 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. Eugenio G. Tucciarone (Magistrate Arnoni)
- F. Township of Upper St. Clair vs. Hua Li Zhuan (Magistrate Arnoni)
- G. Township of Upper St. Clair vs. Chen Meisheng & Ye Qing (Magistrate Arnoni)
- H. Township of Upper St. Clair vs. Susan L. Wicks (Magistrate Arnoni)

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
- C. Township of Upper St. Clair v. Sujilda, No. S.A. 19-000168