

Township of Upper St. Clair

THERE WILL BE AN INFORMATIONAL AND GENERAL AFFAIRS MEETING OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AT 7:30 P.M. ON MONDAY, APRIL 28, 2025, AT THE MUNICIPAL BUILDING, TOWNSHIP OF UPPER ST. CLAIR, 1820 MCLAUGHLIN RUN ROAD, UPPER ST. CLAIR, PA 15241.

AGENDA

1. Call to Order.
2. Roll Call.
3. Citizens' Comments.

INFORMATIONAL ITEMS

4. Community Development
 - A. May 5, 2025, Regular Meeting Agenda Items. (Memorandum enclosed)
 1. Old Business:
 - (a.) Continued Public Hearing Re. PLC25-0001 – St. Clair Country Club Paddle Courts – Unified Conditional Use Preliminary and Final Land Development Approval.
 2. New Business:
 - (b.) Public Hearing Re. PLC25-0002 – Pittsburgh Baseball Lab – Nonresidential – Conditional Use Approval.
 - B. Other.
 - (a.) None.
5. Other Agenda and Discussion Items
 - A. Discussion Re. Recognitions. (Memorandum enclosed)
 - Recognizing May 18-24, 2025, as National Emergency Medical Services Week in Upper St. Clair
 - Upper St. Clair High School Speech & Debate Team
 - Upper St. Clair High School Boys Basketball Team
 - Upper St. Clair High School Girls Basketball Team

B. Discussion Re. Approval of Contracts. (Memorandums enclosed)

- Emergency Repair to Library Elevator
- Municipal Building Heating & Cooling Upgrades
- Route 19 Fire Hall Boiler Replacements
- Morton Fields Complex Playground Structure
- Administration Staff Vehicles & Public Works Equipment

GENERAL AFFAIRS

1. Review of the Informational and General Affairs Meeting Minutes of March 31, 2025. (Minutes enclosed)
2. Consideration of the April 2025 Bill Sheet. (Bill Sheet sent electronically 04/25/25)
3. Acknowledge Receipt of Financial Statements for Three-Month Period ending March 31, 2025. (Financial Statement sent electronically 04/25/25)
4. Adjournment.

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

From: Adam A. Benigni, AICP, Director of Planning & Community Development

Date: April 25, 2025

Subject: COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON APRIL 28, 2025

A. May 5, 2025 - REGULAR MEETING AGENDA ITEMS

Old Business

1. CONTINUED PUBLIC HEARING RE. PLC25-0001 - ST. CLAIR COUNTRY CLUB PADDLE COURTS - UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

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.

New Business

1. PUBLIC HEARING RE. PLC25-0002 – PITTSBURGH BASEBALL LAB – NONRESIDENTIAL –CONDITIONAL USE APPROVAL

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.

B. OTHER

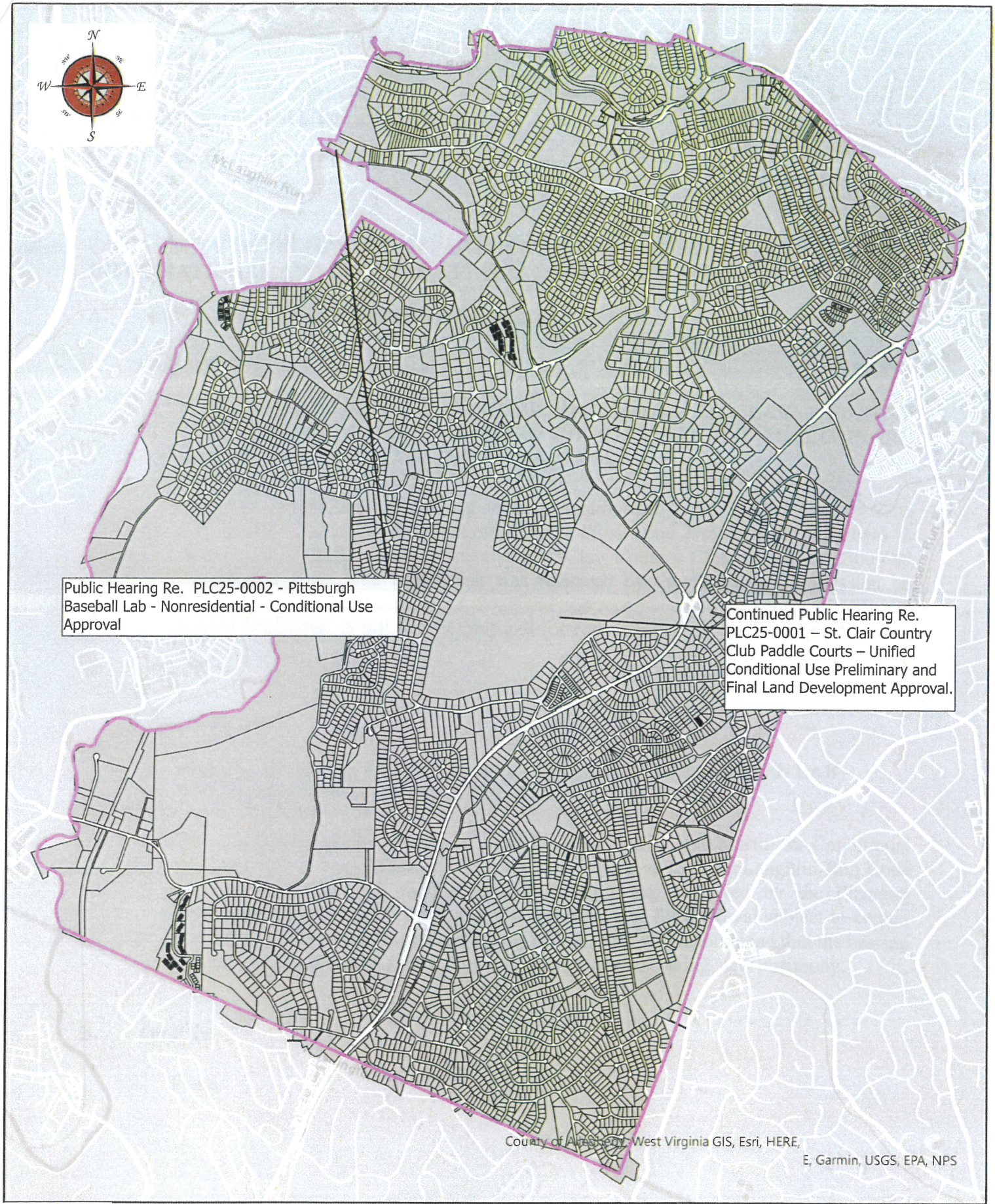
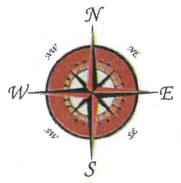
None.

TO: Matthew R. Serakowski, Township Manager
FROM: Adam A. Benigni, Director of Planning and Community Development
DATE: April 25, 2025
IN RE: COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS
FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON APRIL
28, 2025.

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Attachments

1. Map of locations of Community Development Department agenda items for the meetings of April 28, 2025 and May 5, 2025



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

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

County of Allegheny, West Virginia GIS, Esri, HERE,
E, Garmin, USGS, EPA, NPS



Township of Upper St. Clair
Department of Planning and
Community Development

Community Development Department
Agenda Items for the
Informational and General Affairs
Meetings of April 28 and May 5, 2025

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 25, 2025
Subject: **DISCUSSION RE. RECOGNITIONS**

Staff will prepare an appropriate Proclamation and Certificates of Achievement to be presented at the May 5, 2025 Regular Meeting of the Board recognizing:

- May 18 - 24, 2025, as National Emergency Medical Services Week in Upper St. Clair. EMS Staff will be on hand to accept the Proclamation.
- The Upper St. Clair High School Speech & Debate Team will receive a Proclamation for their win at the Pennsylvania High School Speech League Championship.
- Upper St. Clair High School Boys Basketball Team will receive a Certificate of Achievement for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.
- Upper St. Clair High School Girls Basketball Team will receive a Certificate of Achievement for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.



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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 25, 2025
Subject: **DISCUSSION RE. EMERGENCY REPAIR TO LIBRARY ELEVATOR**

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.



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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: April 25, 2025

Subject: **DISCUSSION RE. MUNICIPAL BUILDING HEATING & COOLING UPGRADES**

Staff has received three proposals for the replacement of six univent 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.



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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 25, 2025
Subject: **DISCUSSION RE. ROUTE 19 FIRE HALL BOILER REPLACEMENTS**

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.



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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: March 28, 2025
Subject: **DISCUSSION RE. MORTON FIELDS COMPLEX PLAYGROUND STRUCTURE**

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.

Attachments

- Artist renderings of playground



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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: April 25, 2025

Subject: **DISCUSSION RE. 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 referenced vendors in the amounts indicated at the May 5, 2025 Regular Meeting of the Board.



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

March 31, 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, March 31, 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 Pardini	
	Commissioner Thomas	
	Matthew R. Serakowski	Township Manager
	Mark M. Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	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 Graves

PUBLIC: Approximately four 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

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 initial 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. Following the applicant's presentation, staff will recommend that the hearing be continued to Monday, May 5, 2025, for the purpose of taking staff testimony.

Commissioner Paoly asked Mr. Benigni to clarify when the public hearings would be held to receive citizen's comments on the record regarding this item. In response, Mr. Benigni stated the first public hearing would occur at next week's Regular Board Meeting on Monday, April 7, 2025. A second public hearing will occur at the May 5, 2025 Regular Meeting of the Board of Commissioners.

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

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Recognitions.

Commissioner Paoly asked Commissioner Enck to present the proclamation recognizing April 6 – 12, 2025, as National Library Week in Upper St. Clair at the April 7, 2025 Regular Board Meeting. Commissioner Paoly asked Commissioner Thomas to present certificates of achievement to the Upper St. Clair High School Swim Team members, Nazar Zoukovski, Ben Whiteford, Griffin Tomscheck, and Liam Tomb for their wins at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.

Discussion Re. Approval of Contract.

Mr. Mansfield stated Staff recommends the following contract for the Board's approval in accordance with Township Code:

Tri-Star Ford Blairsville, PA	Two (2) 2025 Ford F600 Super Duty 4x4 Cab & Chassis Trucks @ \$58,831.00 each	\$117,662.00
	One (1) 2025 Ford F550 Super Duty 4x4 Cab & Chassis	\$ 58,533.00

A simple motion and voice vote will authorize the above action.

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

GENERAL AFFAIRS

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

Mr. Benigni stated this application for Conditional Use Approval to allow an indoor baseball training facility within the existing structure located at 1341 McLaughlin Run Road was reviewed by the Planning Commission on March 20, 2025, and was recommended for approval subject to certain conditions.

A public hearing is required for Conditional Use applications, Staff recommends that the public hearing be scheduled for Monday, May 5, 2025. This may be accomplished by a simple motion and voice vote.

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

**MOTION AND VOTE TO ESTABLISH PUBLIC HEARING RE. PLC25-0002 –
PITTSBURGH BASEBALL LAB - NONRESIDENTIAL CONDITIONAL USE
APPROVAL.**

Commissioner Burlingame moved to establish public hearing re. PLC25-0002 – PITTSBURGH BASEBALL LAB – NONRESIDENTIAL CONDITIONAL USE APPROVAL. This was seconded by Commissioner Thomas and carried with a 6-0 voice vote.

Review of the Informational and General Affairs Meeting Minutes of February 24, 2025.

Commissioner Thomas moved to approve the Informational and General Affairs Meeting Minutes of February 24, 2025. This was seconded by Commissioner Burlingame and carried with a 6-0 voice vote.

Consideration of the March 2025 Bill Sheet.

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

Acknowledge Receipt of Financial Statements for the One-Month Period ending February 28, 2025.

Commissioner Paoly acknowledged receipt of the Financial Statements for the two-month period ending February 28, 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 Pardini moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Burlingame. This was approved by a 6-0 voice vote and the meeting was adjourned at approximately 7:35 PM.

Laura Long
Recording Secretary
March 31, 2025

LITIGATION REPORT - SUMMARY
TOWNSHIP OF UPPER ST. CLAIR
March 28, 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. Chen Meisheng & Ye Qing (Magistrate Arnoni)
- F. Township of Upper St. Clair vs. Charles R. Bloedel (Magistrate Arnoni)
- G. Township of Upper St. Clair vs. Deborah E. McPherson & David C. Mesko
- H. Township of Upper St. Clair vs. Joseph J. Zelezniak & Judith A. Zelezniak

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