

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, JULY 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.
4. Presentation Re. Administrative Consent Order - Sanitary Sewers and MS4 - Storm Sewers Update. (Gateway Engineers to present)

INFORMATIONAL ITEMS

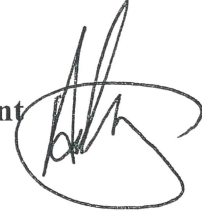
5. Community Development
 - A. August 4, 2025, Regular Meeting Agenda Items. (Memorandum enclosed)
 1. Old Business:
 - (a.) Continued Public Hearing Re. Adoption of 2025-2035 Comprehensive Plan.
 2. New Business:
 - (b.) None.
 - B. Other.
 - (a.) None.
6. Other Agenda and Discussion Items
 - A. Discussion Re. 2026-2030 Capital Improvement Program. (Memorandum enclosed)
 - B. Discussion Re. Authorization of the Transfer of the Brush Run Intermunicipal Trunk Sewer Line. (Memorandum enclosed)

GENERAL AFFAIRS

1. Status Report Re. Budget & Finance Committee Meeting held Thursday, July 24, 2025. (Commissioner Enck to report)
2. Review of the Informational and General Affairs Meeting Minutes of June 30, 2025. (Minutes enclosed)
3. Consideration of the July 2025 Bill Sheet. (Bill Sheet sent electronically 07/25/25)
4. Acknowledge Receipt of Financial Statements for Six-Month Period ending June 30, 2025. (Financial Statement sent electronically 07/25/25)
5. Adjournment.

MEMORANDUM

To: Matthew R. Serakowski, Township Manager
From: Adam A. Benigni, AICP, Director of Planning & Community Development
Date: July 25, 2025



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

A. AUGUST 4, 2025 - REGULAR MEETING AGENDA ITEMS

Old Business

1. CONTINUED PUBLIC HEARING RE. ADOPTION OF 2025-2035 COMPREHENSIVE PLAN

This hearing was continued from July 7, 2025, for the purpose of taking staff testimony. This is the final public hearing on the 2025-2035 Comprehensive Plan. The final draft of the plan was reviewed by the Planning Commission at its Regular Meeting on June 19, 2025 and was recommended for adoption. Provided no additional testimony is required, staff will recommend that the hearing be closed and action taken. A Resolution adopting the Comprehensive Plan will be prepared for consideration by the Board on August 4, 2025.

New Business

None.

B. OTHER

None.

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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: July 25, 2025
Subject: **DISCUSSION RE. 2026-2030 CAPITAL IMPROVEMENT PROGRAM**

A public hearing for the Five-Year Capital Improvement Program for 2026-2030 has been scheduled for August 4, 2025.

In accordance with Chapter 25-2 of the Township Code, Staff will prepare a Resolution for Board adoption of the presented Capital Improvement Program.



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Upper St. Clair

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**

From: **Adam A. Benigni, Director of Planning and Community Development**

Date: **July 25, 2025**

Subject: **DISCUSSION RE. AUTHORIZATION OF THE TRANSFER OF THE BRUSH RUN INTERMUNICIPAL TRUNK SEWER LINE**



The Board of Commissioners must pass a Resolution in order to finalize and execute the legal agreements necessary to transfer ownership of the Brush Run Pump Station to the Allegheny County Sanitary Authority (ALCOSAN). This transfer supports ALCOSAN's regionalization program in compliance with its Consent Decree with the U.S. Environmental Protection Agency (EPA).

A Resolution authorizing the transfer of the Brush Run Pump Station will be prepared for consideration by the Board of Commissioners on Monday, August 4, 2025.

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

June 30, 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, June 30, 2025, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA, 15241.

PRESENT: Commissioner Enck Vice President

Commissioner Burlingame

Commissioner Graves

Commissioner Pardini

Commissioner Thomas

Mark M. Mansfield

Assistant Township Manager

Adam A. Benigni

Director of Planning and Community Development

Irving S. Firman

Township Attorney

Richard D. Minsterman

Township Engineer

Laura Long

Recording Secretary

EXCUSED: Commissioner Paoly President

Commissioner Plutko

Matthew R. Serakowski Township Manager

Mark P. Romito Director of Finance

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

CITIZENS' COMMENTS

Commissioner Enck 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. Adoption of 2025-2035 Comprehensive Plan.

Mr. Benigni stated after about an 18-month process, this is the initial public hearing on the 2025-2035 Comprehensive Plan. The final draft of the Comprehensive Plan was reviewed by the Planning Commission at its Regular Meeting on June 19, 2025 and was recommended for adoption. Following a presentation by Herbert, Rowland & Grubic, Inc. (HRG), staff will recommend that the hearing be continued to Monday, August 4, 2025.

In response to Commissioner Enck's inquiry, Mr. Benigni confirmed that HRG Associates will be attending the Regular Meeting of the Board of Commissioners on Monday, July 7th. Commissioner Enck 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 Enck asked Commissioner Burlingame to present Certificates of Achievement at the Regular Board of Commissioners Meeting next week to Anna Engelman and Sadie Tomczyk of the USCHS Girls Track & Field Team for their achievements at the WPIAL and PIAA championships.

GENERAL AFFAIRS

Status Report Re. Community & Recreation Center Implementation Advisory Committee Meeting.

Commissioner Burlingame stated following the Community & Recreation Center (C&RC) Implementation Advisory Committee (IAC) meeting held June 11th, the Board received a memo from Mark Edelmann, Weber Murphy Fox Architects, with concept drawings of proposed security enhancements for the C&RC that had been reviewed at the meeting.

Commissioner Burlingame indicated that there are two main points the Committee desires to prioritize, including making a secure gateway in and out of the C&RC and increasing the size of the outdoor pool. Commissioner Burlingame stated the Committee would like to see a secure check-in closer to the entrance with a waiting room area for youth to use while waiting for rides. Increasing the outdoor pool size is another desired feature that presents more of a challenge due to the slope behind the pool. Commissioner Burlingame stated that additional family locker rooms are being planned and adding another party room due to the current demand for party bookings is under consideration.

Commissioner Burlingame stated that another priority being discussed is the functionality of the small group exercise areas. An item under consideration is to open the rooms up and use wall partitions to separate the space when needed. Commissioner Burlingame stated that an aspirational feature would be to extend the second-floor mezzanine to add an area to the outside of the track for additional cardio; however, this would require future funding that is not currently in the potential budget. Commissioner Burlingame complemented the finance department for the budgetary work done thus far that would allow some of these enhancements to occur over the next two years without the use of bonds.

Commissioner Enck asked if the Board had any questions, and there were none.

Review of the Informational and General Affairs Meeting Minutes of May 27, 2025.

Commissioner Thomas moved to approve the Informational and General Affairs Meeting Minutes of May 27, 2025. This was seconded by Commissioner Burlingame and carried with a 5-0 voice vote.

Consideration of the June 2025 Bill Sheet.

Commissioner Enck stated the Board received the Bill Sheet on June 27, 2025 via email and there were no questions submitted. Commissioner Burlingame moved for approval of the June 2025 Bill Sheet, which was seconded by Commissioner Graves and approved with a 5-0 voice vote.

Acknowledge Receipt of Financial Statements for the Five -Month Period ending May 31, 2025.

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

ADDITIONAL COMMENTS

None.

ADJOURNMENT

Commissioner Burlingame moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Thomas. This was approved by a 5-0 voice vote and the meeting was adjourned at approximately 7:38 PM.

Laura Long
Recording Secretary
June 30, 2025