

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, OCTOBER 27, 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. November 3, 2025, Regular Meeting Agenda Items. (Memorandum enclosed)
 1. Old Business:
 - (a.) None.
 2. New Business:
 - (a.) Recommendation Re. Establish Public Hearing Re. PLC25-1302 Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 Low-Rise Multifamily Residential and RM Restricted Light Industrial Zoning Districts by Zoning Amendment to the Township Zoning Map.
 - (b.)
 - B. Other.
 - (a.) None.
5. Other Agenda and Discussion Items
 - A. Continued Discussion Re. Community & Recreation Center Implementation Advisory Committee Recommendations. (Memorandum enclosed)
 - B. Discussion Re. Public Hearing – 2026 Proposed Budget. (Memorandum enclosed)

- C. Discussion Re. Appointment of Delegates to the Southwest Allegheny Tax Collection Committee. (Memorandum enclosed)
- D. Discussion Re. Approval for a Grant Application Through the Department of Community and Economic Development for a Statewide Local Share Account Grant for a Medic Unit for Tri-Community South E.M.S. (Memorandum enclosed)
- E. Discussion Re. Resolution Authorizing the Appropriate Township Officials to Execute all Documentation regarding a Sidewalk Maintenance Agreement. (Memorandum enclosed)

GENERAL AFFAIRS

- 1. Status Report Re. Budget & Finance Committee Meeting held Wednesday, October 22, 2025. (Member of the Budget & Finance Committee to report)
- 2. Review of the Informational and General Affairs Meeting Minutes of September 29, 2025. (Minutes enclosed)
- 3. Consideration of the September 2025 Bill Sheet. (Bill Sheet sent electronically 10/24/25)
- 4. Acknowledge Receipt of Financial Statements for Eight-Month Period ending September 30, 2025. (Financial Statement sent electronically 10/24/25)
- 5. Adjournment.

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**
From: **Adam A. Benigni, Director of Planning and Community Development**
Date: **October 24, 2025**



Subject: **COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON OCTOBER 27, 2025**

A. NOVEMBER 3, 2025 - REGULAR MEETING AGENDA ITEMS

Old Business

None.

New Business

- 1. RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC25-1302 RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 LOW-RISE MULTIFAMILY RESIDENTIAL AND RM RESTRICTED LIGHT INDUSTRIAL ZONING DISTRICTS BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP**

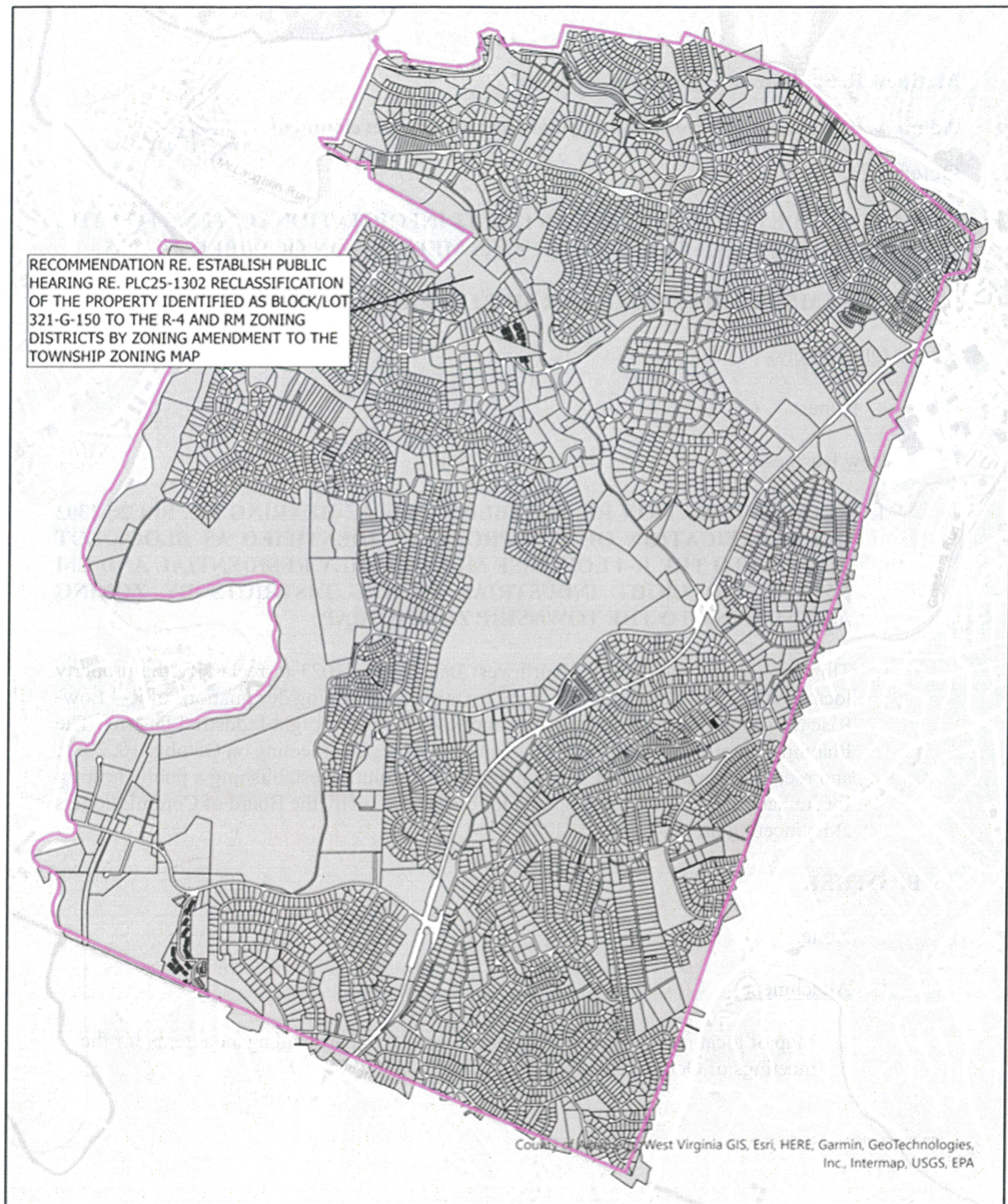
This application was filed by Northwest Land LLC #1023 to reclassify the property located at 1512 McLaughlin Run Road to its previous zoning designations of R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District. The Planning Commission reviewed the request at its regular meeting on October 16, 2025, and recommended denial of the application. A resolution establishing a public hearing for January 5, 2026, will be prepared for consideration by the Board of Commissioners at its meeting on November 3, 2025.

B. OTHER

None.

Attachment

- 1. Map of locations of Community Development Department agenda items for the meetings of October 27, 2025 and November 3, 2025**



MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: October 24, 2025

Subject: **CONTINUED DISCUSSION RE. COMMUNITY & RECREATION CENTER IMPLEMENTATION ADVISORY COMMITTEE RECOMMENDATIONS**

Following over a year of review of the *C&RC Post COVID Facility Assessment* the Community & Recreation Center Implementation Advisory Committee (C&RC IAC) members along with Mark Edelmann, Weber Murphy Fox, presented the recommended enhancements for the Community and Recreation Center (C&RC) at the Regular Board meeting on Monday, October 3, 2025. The C&RC IAC was formed at the direction of the Board of Commissioners to provide prioritized recommendations for improvements in the facility with a focus on safety, operational demands and the expressed desires of Township residents and C&RC members.

Following the presentation, which has been posted to the Township website for public review, the Board requested additional information regarding estimated costs and budgeting for this proposed project. In response, staff members of the C&RC IAC provided the attached memo dated October 8, 2025, highlighting estimated expenditures for the proposed phased enhancements along with funding sources. The anticipated project timeline has also been highlighted within the memo.

The Board also requested conceptual ideas for improved security in the Playroom "Tot" check-in area as it may relate to the proposed modifications to the check-in point for the facility. Weber Murphy Fox has provided the attached C&RC Indoor Enhancement drawings for this area considering overall access within the facility. The updates remove the existing half wall and counter, add a full-height wall with a transaction window and counter, install a new full door with access control, and reverse security access in the playroom to enhance monitoring. Additional access control will also be added to the Recreation Administration Office to strengthen security and operational efficiency.

This matter will be continued to the Regular Meeting of the Board of Commissioners, Monday, November 3, 2025, for further discussion and public input. Following this the Board may take formal action to affirm the recommended phased design options.

Attachments:

- Staff Liaison IAC Update Memo
- C&RC Indoor Enhancement Drawings



MRS/III

sharedmgr/memos/Continued Discussion Re CRC IAC Recommendations October 27 2025

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

From: Christopher Biswick, Director of Recreation and Leisure Services
Kristen Burch, Finance Manager
Melissa Lindberg, C&RC Membership/Marketing Supervisor

Date: October 8, 2025

Subject: C&RC IMPLEMENTATION AND ADVISORY COMMITTEE (IAC) UPDATE

The IAC recommendations for Facility Enhancements at the Community & Recreation Center (C&RC) at Boyce Mayview Park were presented to the Board of Commissioners and the public at the regular meeting of October 6, 2025. The recommendations were presented as a two-phased construction project developed to meet the operational needs of the C&RC and community priorities.

The total cost of the proposed Facility Enhancement Project is estimated at \$6,000,000. The cost is reflected in the Township's five-year Capital Improvement Program (CIP) and will be funded appropriately in both the 2026 and 2027 Annual Budgets.

Phase 1: Exterior Pool Improvements

Estimated Cost of Construction: \$3,600,000
Funding Source: C&RC Fund Capital Reserves

Proposed Start of Construction: August 2026
Estimated Date of Completion: May 2027

Phase 2: Facility Interior Improvements

Estimated Cost of Construction: \$2,400,000
Funding Source: C&RC Fund Capital Reserves

Proposed Start of Construction: June 2027
Estimated Date of Completion: December 2027

The IAC recommends approval of the C&RC Facility Enhancement Project as presented to the Board of Commissioners and outlined above.

Attachments:

1. Concept Design Budget Estimate – 8-8-25
2. USC-C&RC Final Study Drawings – 8-12-25



Township of Upper St.Clair- Community & Recreation Center- Facility Expansion Study Concept Design**Concept Design Phase- Estimate of Probable Project Costs****CLASSIFICATION: 4-Prime Project Delivery-Prevailing Wage**PROJECT:
WMF# 2025.039.00Township of Upper St.Clair- C&RC Facility Expansion Study Concept Design
5151 Mayview Road
Upper St.Clair, PA 15241
Allegheny County

This Concept Design Phase Project Budget Estimate is based on the Preliminary Design drawings prepared by WMF, Inc. and dated- July-2025. This estimate is based on information and interpretations known at this time and intended to provide a preliminary view of Total Anticipated Project Costs for the project presented. Variances and refinement of these budget numbers may occur as the refined project design process occurs, clarification of specific project details and requirements by the Owner. Estimated Project Costs presented are based on PA L&I Prevailing Wage labor rates and represent 2025 construction cost values (an averaged 5% escalation rate should be added per year for construction in following years). *Estimate presented to represent a Phased Construction Sequence of: PH-1 Outdoor Pool Improvements / PH-2 Interior Facility Improvements & PH-3 Additional Gymnasium Addition.*

Concept Design Phase- Estimate of Probable Costs:

Item:	Estimated Probable Cost	Remarks	Cost Factor
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PHASE-1: Exterior Pool Improvements:**Exterior Pool Area Improvements-Option-1 (Expand Lap Lane Area by 6 Lanes- (9 Lanes Total)**

1 Prep & Access Control	\$ 5,000	site protection and pedestrian control	Allowance
2 Minor Demo	\$ 5,000	partial existing gate removal & install for site equipment access	Allowance
3 Renovation of Existing Pool Check-in Area for Guards Room	\$ 30,000	120 SF renovation to accommodate new Guards Room addition	\$250 SF
4 New Guards Room Addition to Existing Check-in Area	\$ 80,000	160 SF addition structure to existing exterior pool check-in area	\$500 SF
5 New Exterior Pool Check-in Pavilion	\$ 100,000	200 SF free standing structure w/supplemental heat/cool	\$500 SF
6 Optical Turnstiles@ Entrance Control Portal	\$ 80,000	(4) optical turnstiles w/credential readers. (1)@ 36" wide & (3)@ 28" wide.	\$20k ea installed
7 Sliding Alum. Entry Gate	\$ 14,400	12 L x 8 FT high sliding ornamental gate to match existing fencing	\$1200 LF
8 Modifications to Existing Storm Inlet Grates	\$ 12,500	remove existing yard drains / relocate to new concrete areas	Allowance
9 Remove Existing Sand Pit & Minor Grading	\$ 6,500	fill and minor grading to accommodate new concrete surfaces	Allowance
10 New 20'-0" Diam. Shade Structures	\$ 34,000	(4) fixed single post steel shade structure w/removable canopy fabric	\$8500/EA
11 Family Oriented Splash Pad	\$ 285,000	Vortex Family Oriented Splash Pad-Version-C- fixtures/mech. & install	Vendor Allowance
12 Splash Pad Pump Vault	\$ 18,500	underground pump vault w/plated traffic access lid	Allowance
13 Splash Pad Concrete Deck Expansion	\$ 72,000	2,880 SF- 4" concrete deck w/minor grading & subbase	\$25 SF
14 Two Chute 30 FT Platform Speed Slide Tower	\$ 600,000	Vortex 30 FT high platform double chute speed slide assembly (\$600k slide/install)	Vendor Allowance
15 Speed Slide Pump Vault	\$ 18,500	underground pump vault w/plated traffic access lid	Allowance
16 Speed Slide Concrete Deck Expansion	\$ 72,000	2,880 SF- 4" concrete deck w/minor grading & subbase	\$25 SF
17 Expand Exterior Pool	\$ 72,000	expand additional (6) lap lanes w/seating area	Allowance
18 Expanded Pool Concrete Deck Expansion	\$ 75,250	3,050 SF- 4" concrete deck w/minor grading & subbase	\$25 SF
19 Landscaping	\$ 16,000	disturbed lawn area sod replacement & supplemental plantings	Allowance
20 Furnishings	\$ 12,000	additional deck chairs, lounge chairs & tables	Allowance

Subtotal Estimated Construction Costs: \$ 2,421,650

Contractor's OH/Profit & Bonds: \$290,598

12% allowance: OH&P/payment/performance/materials & maintenance bonds

Estimate of Probable Construction Contract Costs: \$ 2,712,248**Anticipated Project Soft Costs:**

1 Architectural/Engineering Services Fees:	\$ 181,624	Architectural/Civil/Structural & MPE Engineering Fees @ 7.5%
2 Project Management Services Fees: (Optional Additional Services)	\$ 81,367	Project Management / Owner's Site Representation Construction Phase Fees @ 3.0%- Based on 8-Month Construction Period @ 16 hr/wk average & standard hourly rates
3 Aquatics Design Consultant Service Fees:	\$ 45,000	Estimate-Allowance
4 Construction Testing Services:	\$ 20,000	Estimate-Allowance

Subtotal Estimated Project Soft Costs: \$ 327,991

Estimate of Probable Project Costs: \$ 3,040,239

Recommended Project Design/Construction Contingency: \$542,450

20% of Estimated Probable Construction Cost @ Preliminary Design Phase

Exterior Pool Improvement Alternative Design Options: (ADD or (Deduct) from Option-1 Estimated Construction Costs Above)

NO-9/10/25	1 Delete Optical Turnstile System at Pool Check-in	\$	(80,000)	delete optical turnstile system	Vendor Allowance
NO-9/10/25	2 Vortex Pirate Splash Pad (Option-2) in Lieu of Family Oriented Splashpad	\$	(45,000)	Vortex Pirate Splash Pad- in lieu of Family Oriented Splash Pad	Vendor Allowance
NO-9/10/25	3 Replace Interior Pool Zero-Depth Entry Aquatics Play Structure	\$	402,660	Vortex Quote -replace existing structure with new similar structure	Vendor Allowance
NO-9/10/25	4 Expand Existing Lap Pool w/3 Additional Lap Lanes (Option-2)	\$	(210,500)	expand existing lap lanes by 3 lanes (6 lanes total) in lieu of 6 lane expansion	Estimate Summary
NO-9/10/25	5 Expand Existing Lap Pool w/6 Additional Lap Lanes & Zero Depth Area (Option-3)	\$	521,000	expand existing lap lanes by 6 lanes (9 lanes total) & add Zero-Depth Entry Area	Estimate Summary

PHASE-2: Facility Interior Improvements:

Ground Floor Entrance Control & Front Community Room Areas

1 New Control Desk Assembly	\$	90,000	new desk millwork, low back wall & floating bulkhead	Allowance
2 Optical Turnstiles@ Entrance Control Portal	\$	80,000	(4) optical turnstiles w/credential readers. (1)@ 36" wide & (3)@ 28" wide.	\$20k ea installed
3 Control Desk Electrical & Data Pathways & Wiring & Devices	\$	18,000	elec. & comm. connections to desk through floating bulkhead	Allowance
4 Planter Box Wall System	\$	28,800	(6) custom 2'-0"W interior planter boxes & plantings	\$4,800 ea
5 Control Desk/Main Corridor & Community Room Flooring Modifications	\$	15,000	1,200 SF partial carpet & LVT flooring systems & wall base	\$12.50 SF
6 New Cardio Area Shallow Electrical/Data Floor Troughs	\$	48,000	120 lf -(3) 40 ft shallow elec/data trough floor boxes w/demo & patch & electrical	\$400 LF
7 New Cardio Area Flooring	\$	36,000	remove (E) carpet tiles & install 2,250 SF Dura-Flex rubber roll fitness flooring	\$16/SF

Subtotal Entrance Control & Front Community Room: \$ 315,800

Vending/Lounge Area & New Member Meeting & Additional Rec Office Areas

1 Demo & Patch @ Existing Control Desk Area	\$	12,500	remove millwork & partial flooring & patch/finish adjacent walls	Allowance
2 Corridor Flooring Modifications @ New Vending/Seating Area	\$	8,500	supplement existing corridor tile & new floor tile at new membership office area	Allowance
3 New GWB Walls	\$	13,200	330 SF steel stud & GWB partition-pntd.	\$40 SF
4 Demo Existing Counter/Wall & Stl.Slat Counter Curtain	\$	4,500	remove/modify existing rec office help desk counter opening	Allowance
5 Doors & Hardware @ New Members Mtg. & New Rec Office	\$	7,000	(2) new SCWD's/frames & hardware	\$3500 ea
6 New HM Framed Glazing System & SCWD Infill	\$	24,000	100 SF HM framed ceramic glazing system to fill existing opening & SCWD	Allowance
7 Modify Existing ACT Ceilings/HVAC@ Membership Meeting/Rec Offices	\$	6,200	modify existing ACT ceiling & HVAC to accommodate new configuration	Allowance
8 New Carpet Tile Flooring @ Membership & New Rec Offices	\$	2,250	180 SF new carpet tile and wall base	\$12.50 SF
9 Electrical/Data Wiring, Devices & Lighting	\$	6,500	minor-modify existing electrical/data where possible & new lighting/controls	Allowance

Subtotal Membership Office & Expanded Rec Office Area: \$ 84,650

Multi-Purpose Room (former Youth Lounge)

1 Demo Existing Flooring	\$	2,200	remove existing carpet & base	Allowance
2 Film Existing Corridor Windows	\$	1,200	interior room obscure or graphic film	Allowance
3 Storage Room Walls	\$	6,400	160 SF steel stud & GWB partition	\$40 SF
4 Storage Room Doors	\$	7,600	(2) 5'-0" SCWD pair doors/hardware w/painted HM frames	\$3,800 ea
5 Modified ACT Suspended Ceiling System	\$	2,800	modify existing grid to new room configuration & new clg. tile	Allowance
6 New LVT Flooring	\$	8,125	650 SF LVT flooring system & wall base	\$12.50 SF
7 Kitchenette Casework	\$	2,100	6 LF base & wall cabinets w/sink & AV cabinet	\$350/SF
8 Plumbing Work	\$	18,500	water & sanitary from Staff Toilet- floor sawcut to (E) Toilet chase	Allowance
9 Sound System	\$	12,500	ceiling speakers, amp & mike/source jacks	Allowance
10 Electrical/Data Wiring, Devices & Lighting	\$	10,500	minor-modify existing data where possible / new lighting	Allowance

Subtotal Multi-Purpose Room Area: \$ 71,925

Locker Rooms & Modified Existing Changing Room Areas

1 Demo Existing DF's & Alcove Wall	\$	3,200	remove existing DF's & configure water/sanitary to new DF location	Allowance
2 New CMU Infill Partitions to Expand Changing Room	\$	14,800	6" CMU infill walls & finishing	Allowance
3 Adult Changing Station @ Existing Changing Room	\$	13,800	install Koala adult changing table & electrical supply	Allowance
4 New CMU Infill Partitions @ New DF Location	\$	22,500	6" CMU infill walls & finishing /cut & patch floor for sanitary extension	Allowance
5 Modify Water & Sanitary Plumbing for New DF Location	\$	16,500	extend water & sanitary from existing DF location to new location	Allowance
6 Remove (E) Alum. Door System & Install Storefront Glass Window System	\$	6,500	alum. Storefront framing & fixed glazing system	Allowance

7 New 6'-0" Alum. Door System at Locker Room Entrance from Corridor	\$	12,000	alum. Storefront framing, door & hardware	Allowance
8 Demo New 8'-0" High Opening In Pool Wall	\$	22,000	remove (E) CMU & new stl.lintel	Allowance
9 New 6'-0" Alum. Door System @ New Locker Room/Pool Entrance	\$	12,000	alum. door system & hardware enclosure to ceiling & walls	Allowance
10 New Ceiling at New Locker Room Entrance Opening	\$	4,800	new 9'-0" high cement board ceiling- pntd.	Allowance
11 New Floor Finishes at Locker Room Areas	\$	10,500	1,000 SY Fitzzone woven vinyl wet flooring roll	\$10.50/SF
12 Repaint Walls & Ceilings	\$	12,000	repaint CMU/GWG walls & ceilings to new color scheme	Allowance
13 Replace Toilet Room Accessories	\$	12,000	48 fixtures- mirrors, soap dispensers, grab bars, TP dispensers	\$250 ea
14 Electrical/Data Wiring, Devices & Lighting	\$	16,500	minor-modify existing data where possible / re-lamp lighting fixtures	Allowance
Subtotal Locker Room & Changing Room Areas:		\$ 179,100		

Group Fitness Rooms

1 Demo Existing Demising Wall & Infill Wood Floor System	\$	9,500	remove (E) GWB demising partition-infill for active wood floor gap	Allowance
2 Modify Existing Storage Room w/New Infill Wall	\$	2,500	remove (E) SCWD/Frame-infill GWB Partition	Allowance
3 New GWB Walls @ Storage Room & Cubbies	\$	14,400	360 SF steel stud & GWB partition- pntd. Finish	\$40/SF
4 Modify Existing Floating Wood Floor for Cubbie Partitions	\$	8,000	remove partial active wood floor system for new wall sill plates @ conc. Floor	Allowance
5 New GWB Bulkheads, Column Wrap for Accordion Partition	\$	9,500	new GWB bulkhead, column wrap, door pockets and 42 STC accord. partition	Allowance
6 New Automatic Accordion Partition System & Floor Threshold	\$	26,600	380 SF 40 STC electric partition, overhead track & floor threshold system	\$70/SF
7 New Cubbies & AV Cabinet Millwork	\$	8,400	24 LF plam 3-high 12"W cubies and 36" AV base/wall cabinet	\$350/LF
8 Modify Existing ACT Ceiling System for Accordion Door & Cubbie Locations	\$	4,800	modify (E) ACT wall edge to accommodate new ceiling bulkhead	Allowance
9 Upgrade Lighting & Controls	\$	32,000	upgrade LED lighting & controls	Allowance
Subtotal Group Fitness Room Area:		\$ 115,700		

Party Room Area & Additional Changing Room Rooms

1 Demo Existing North Party Room Walls, Finishes & Windows	\$	7,800	remove existing flooring & alum. corridor & pool window/door systems & east wall	Allowance
2 New CMU Infill at Removed Window Systems	\$	9,500	6" CMU infill walls at (E) openings & finishing	Allowance
3 New Nursing Room w/Sink	\$	19,500	65 SF-walls, door, finishes, plumbing, HVAC & electrical	\$300/SF
4 (2) New Corridor Accessed Changing Rooms	\$	130,500	290 SF-walls, door, finishes, toilet accessories, plumbing, HVAC & electrical	\$450/SF
5 Adult Changing Station	\$	13,800	install Koala adult changing table & electrical supply @ (1) new changing room	Allowance
6 Underground Plumbing & Floor Restoration for New Changing Rooms & Nursing	\$	75,000	sawcut floors, underground sanitary, concrete floor restoration & floor finishes	Allowance
7 Existing Party Room Door Relocation	\$	5,200	remove (E) door & relocate to new wall location- patch/finish existing opng.	Allowance
8 Existing Vending Area Renovation to Party Room Cubbies	\$	10,000	80 SF relocate vending machines & install (10) 3-high 12" cubbies	\$145/SF
9 New Changing Room Corridor	\$	44,000	200 SF-walls, doors, finishes, ceiling, plumbing, DF, HVAC & electrical modifications	\$220/SF
10 New Party Room Vending Area	\$	11,800	80 SF new wall, alum door system, minor HVAC & electrical modifications	\$145/SF
11 New Party Room	\$	88,750	355 SF new walls, modified alum framing for door, door, plumbing, HVAC & electrical	\$250/SF
Subtotal Party Room Area & Additional Adult Changing Room:		\$ 415,850		

Second Floor Fitness & Support Areas

YES-9/10/25	1 Relocate Existing IT Room to Existing Nutritionist Room	\$	75,000	abandon (E) IDF room being fed from 1st floor IT demark point & relocate current Nutritionist Room. Overhead cable tray fed connections to new IDF room and new rack and equipment. Confirm requirements with USC-IT Department & vendors	Allowance
YES-9/10/25	2 New Cardio Area Flooring	\$	112,000	remove (E) carpet tiles & install 7,000 SF Dura-Flex rubber roll fitness flooring	\$16/SF
YES-9/10/25	3 Add New Freeweight Area Mirrored Walls	\$	21,350	305 SF- tempered mirrored freestanding wall system w/structural support at 8'-0"H	\$70/SF
Subtotal Second Floor Fitness & Support Areas:		\$	208,350		

Subtotal Estimated Construction Costs: \$ 1,391,375

Contractor's OH/Profit & Bonds: \$166,965

Concept Design Phase Estimated Construction Costs

12% allowance: OH&P/payment/performance/materials & maintenance bonds

Estimate of Probable Construction Contract Costs: \$ 1,558,340

Anticipated Project Soft Costs:

1 Architectural/Engineering Services Fees:	\$	116,876	Architectural/Civil/Structural & MPE Engineering Fees @ 7.5%	
2 Project Management Services Fees: (Optional Additional Services)	\$	67,200	Project Management / Owner's Site Representation Construction Phase Fees @ 3.0%- Based on 6-Month Construction Period @ 16 hr/wk average & standard hourly rates	
Subtotal Estimated Project Soft Costs:		\$ 184,076		

Estimate of Probable Project Costs: \$ 1,742,416

Recommended Project Design/Construction Contingency: \$311,668

20% of Estimated Probable Construction Cost @ Preliminary Design Phase

Facility Interior Improvement Alternative Design Options: *ADD or (Deduct) from Option-1 Estimated Construction Costs Above*

YES-9/10/25	1 Interior Repainting & Light Finish Renovations	\$	125,000	repainting of existing painted walls, door frames with new refreshed color scheme	Allowance
YES-9/10/25	2 Interior Controlled Access Door System	\$	112,500	Vortex Pirate Splash Pad- in lieu of Family Oriented Splash Pad	\$2,500/per door
YES-9/10/25	3 Graphic FRP Wall Panels@ Pool Corridor & Locker Rooms	\$	66,240	replace existing structure with new similar structure	\$40/SF
NO-9/10/25	4 Expanded Second Floor Fitness Mezzanine	\$	912,000	1,880 SF steel framed & composite concrete deck floor mezzanine expansion off of 2nd Floor Walking Track & over (E) Front Community Room Area (current lower level cardio area). New cultured stone clad steel support columns below & modifications to existing foundation system. Exposed acoustical metal deck to below-pntd. New 42" high perimeter guard rails to match existing. New lighting at lower level below. HVAC & electrical modifications & construction reparations to existing floor below. Heavy temporary wall partitions & protection during construction to occupied spaces. Partial removal of exterior curtainwall system for construction access	\$485/SF

PHASE-3: Additional Gymnasium:

Gymnasium Addition

1 Sitework	\$	145,000	relocate existing water & electrical utility feeds, modify asphalt drive & new trash encl.	Allowance
2 Gymnasium Addition	\$	3,050,000	7,620 SF Gymnasium Addition of similar construction; floating structural concrete foundation system, recessed concrete slab, steel framed, epoxy pntd. acoustical CMU interior walls w/Hi-R R-40 exterior wall system w/jumbo brick masonry & metal rib siding systems & alum. storefront exterior doors at exterior. Standing seam metal roofing & roof insulation system to match existing. Curtainwall glazing at East end. to match existing. Exposed intumeccent pntd. roof trusses & acoustical steel roof deck pntd. Active wood flooring system & retractable basketball backboards & volleyball sleeve inserts to match existing. Ground mounted HVAC air-handlers, exposed spiral duct at interior and high-bay pendant lighting systems to match existing	\$400/SF

Subtotal Estimated Construction Costs: \$ **3,195,000**
 Contractor's OH/Profit & Bonds: \$383,400

Concept Design Phase Estimated Construction Costs
 12% allowance: OH&P/payment/performance/materials & maintenance bonds

Estimate of Probable Construction Contract Costs: \$ 3,578,400

Anticipated Project Soft Costs:

1 Architectural/Engineering Services Fees:	\$	268,380	Architectural/Civil/Structural & MPE Engineering Fees @ 7.5%
2 Project Management Services Fees: (Optional Additional Services)	\$	67,200	Project Management / Owner's Site Representation Construction Phase Fees @ 3.0%- Based on 6-Month Construction Period @ 16 hr/wk average & standard hourly rates
Subtotal Estimated Project Soft Costs:	\$	335,580	

Estimate of Probable Project Costs: \$ 3,913,980

Recommended Project Design/Construction Contingency: \$715,680

20% of Estimated Probable Construction Cost @ Preliminary Design Phase

NO-9/10/25





3 PH-2: MAIN ENTRANCE CONTROL DESK
SCALE: 1/8" = 1'-0"



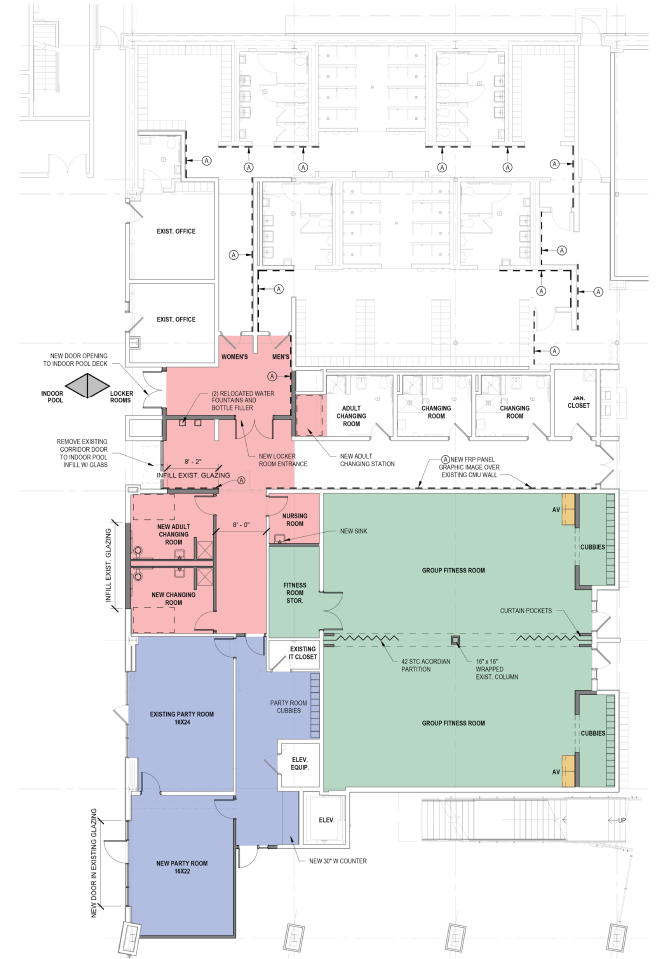
4 PH-2: MAIN ENTRANCE CONTROL DESK
SCALE: 1/8" = 1'-0"



5 PH-2: ALTERNATIVE NEW CONTROL DESK LOCATION
SCALE: 1/8" = 1'-0"



1 PH-2: NEW CONTROL DESK LOCATION/VENDING & REC OFFICE MODIFICATIONS
SCALE: 1/8" = 1'-0"



2 PH-2: LOCKER ROOM/FITNESS ROOM & PARTY ROOM MODIFICATIONS
SCALE: 1/8" = 1'-0"

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: October 24, 2025
Subject: **DISCUSSION RE. PUBLIC HEARING – 2026 PROPOSED BUDGET**

The public hearing for the 2026 Proposed Budget is scheduled to take place at the Board of Commissioners Regular Meeting on November 3, 2025. The hearing will include a presentation by the Director of Finance.

The Budget & Finance Committee met on Monday, September 29, 2025, to review the assumptions to be used in the budget development process. The Committee met again on Wednesday, October 22, 2025, for an initial review of the proposed budget. The 2026 Proposed Budget document has been available for public inspection since then at the Township's administrative offices, the library, and on the Township's website.

Following the proposed budget presentation and comments from the public, the Board may close the hearing at the November 3, 2025 Regular Meeting. Adoption of the 2026 budget may then take place at the December 1, 2025 Regular Meeting of the Board of Commissioners.

MPR/II

admin/memos/2026 Budget Public Hearing IGA



Township of



FOUNDED
1788

USC

Upper St. Clair

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: October 24, 2025

Subject: **DISCUSSION RE. APPOINTMENT OF DELEGATES TO THE SOUTHWEST ALLEGHENY TAX COLLECTION COMMITTEE**

Pursuant to Act 32 of 2008, the Board of Commissioners is required to appoint delegates to represent the Township on the Allegheny Southwest Tax Collection Committee (TCC). The TCC's primary function is to oversee the collection of Earned Income Tax for all 63 municipalities and school districts in the southwest Allegheny County district.

Delegates are responsible for representing the Township's interests on matters before the TCC and have the authority to cast votes at TCC meetings. A recent example of an important vote was the appointment of the tax collector after a competitive bidding process was conducted in 2025.

In order to simplify the delegate appointment process and ensure future continuity, Staff has prepared a Resolution that appoints the Township's delegates by job title rather than by employee name as has been done in the past. This appointment method has been suggested by the TCC's solicitor, Lawrence Maiello of the MBM Law, to eliminate gaps in representation caused by employee turnover.

The draft Resolution makes the following appointments:

- Primary voting delegate – Director of Finance
- Alternate voting delegate – Finance Manager
- Alternate voting delegate – Township Manager
- Alternate voting delegate – Assistant Township Manager

Staff will recommend the Board of Commissioners adopt the Resolution appointing delegates to the TCC at its Regular Meeting on Monday, November 3, 2025.

Attachment: Draft Resolution



TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. [DRAFT]

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPOINTING DELEGATES TO THE ALLEGHENY COUNTY SOUTHWEST TAX COLLECTION COMMITTEE (TCC).

WHEREAS, Act 32 of 2008, section 505 (b), requires the governing bodies of school districts, townships, boroughs, and cities to appoint one voting delegate and one or more alternate delegates to be their TCC representatives; and

WHEREAS, The purpose of this resolution is to appoint the required representatives; and

WHEREAS, The Board of Commissioners desires to ensure continuity in the Township's TCC representation by appointing its delegates by position and assigning the delegate responsibilities to the Township employees holding the identified positions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Upper St. Clair as follows:

THAT, The Board of Commissioners hereby appoints the Township employees in the following positions as its TCC delegates:

Primary voting delegate:	Director of Finance
First alternate voting delegate:	Finance Manager
Second alternate voting delegate:	Assistant Township Manager
Third alternate voting delegate:	Township Manager

THAT, If the primary voting delegate cannot be present for a TCC meeting, an alternate delegate shall be the Township's representative at the meeting.

THAT, These appointments carryover to future successor employees in each position.

ADOPTED THIS 3rd DAY OF NOVEMBER, 2025.

TOWNSHIP OF UPPER ST. CLAIR

By _____
President, Board of Commissioners

ATTEST:

Township Manager/Secretary

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: October 24, 2025

Subject: **DISCUSSION RE. APPROVAL FOR A GRANT APPLICATION THROUGH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR A STATEWIDE LOCAL SHARE ACCOUNT GRANT FOR A MEDIC UNIT FOR TRI-COMMUNITY SOUTH E.M.S**

The Township desires to apply for a Statewide Local Share Account grant through the Department of Community and Economic Development (DCED) from the Commonwealth Financing Authority in the amount of \$275,000 for the purchase of a Medic Unit for Tri-Community South E.M.S.

Staff will prepare the appropriate Resolution for the November 3, 2025 Regular Board Meeting to authorize Mark S. Mansfield, Assistant Township Manager, to file all applications, documents, and forms between the Township of Upper St. Clair and DCED.

Staff will recommend that the Resolution be adopted at the November 3, 2025 Regular Meeting of the Board.

/ayw



MEMORANDUM

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

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

Date: **October 24, 2025**

Subject: **DISCUSSION RE. RESOLUTION AUTHORIZING THE APPROPRIATE TOWNSHIP OFFICIALS TO EXECUTE ALL DOCUMENTATION REGARDING A SIDEWALK MAINTENANCE AGREEMENT.**

As part of the Country Club Drive Bridge Rehabilitation Project, PennDOT will replace the sidewalks that cross the bridge at no cost to the Township. While PennDOT will continue to own and maintain the bridge and the wing walls along the sidewalks, the sidewalks themselves will be owned and maintained by the Township.

To finalize this arrangement, PennDOT requires the Board of Commissioners to adopt a resolution designating Matthew R. Serakowski, Township Manager, to execute the sidewalk maintenance agreement. Staff will prepare this resolution for the Board's consideration on November 3, 2025.

I:\MEMO\TWPMGR-AB\Discussion Re Sidewalk Maintenance Agreement 102725.docx

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

September 29, 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, September 29, 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 Enck	Vice President
	Commissioner Burlingame	
	Commissioner Graves	
	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
	Chris Biswick	Director of Recreation
	Irving S. Firman	Township Attorney
	Michael Galet	Township Engineer
	Laura Long	Recording Secretary

EXCUSED: Commissioner Plutko

PUBLIC: Approximately 2 members of the public were in attendance.

CITIZENS' COMMENTS

Commissioner Paoly asked if there were any comments from public and there were none.

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD

None.

COMMUNITY DEVELOPMENT – NEW BUSINESS

Discussion Re. PLC25-9901 – Amendment to Chapter 99 of the Township Code entitled “Public and Private Improvements” to Update the Specifications for Fire Hydrants.

Mr. Benigni stated that to improve firefighting efficiency and enhance public safety, the Township will be updating its specifications to require Storz connections on all new and replacement fire hydrants. Storz connections provide a quick-attach coupling that allows emergency responders to establish water supply more rapidly during fire events.

Mr. Benigni stated that the Storz connection is a quicker process for the fire department than installing a hose so it makes sense for the Township to move to this type of connection. For the water company to install the connectors to the Township's hydrants, the Township Code needs updated.

A Bill granting approval will be prepared for consideration of the Board on October 6, 2025.

Mr. Benigni indicated he has inquired with the water company regarding the length of time fire hydrants last and the costs associated with adding Storz connections to existing hydrants. He expects to have more information to share next week.

Commissioner Paoly asked if the Township is looking to update every hydrant. Mr. Bengini stated that may be a future consideration for discussion.

Commissioner Paoly asked if there were any additional questions from the Board, and there were none.

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Recognition.

Commissioner Paoly asked Commissioner Pardini to present the Proclamation recognizing Fire Prevention Week, October 5 – 11, 2025 along with Certificates of Appreciation for four members of the Volunteer Fire Department celebrating service milestones at next week's Regular Meeting of the Board of Commissioners.

Discussion Re. Community & Recreation Center Implementation Advisory Committee Recommendations & Presentation.

Mr. Serakowski stated in the Board's packets this evening is a memo summarizing a year's worth of work from the Community & Recreation Center (C&RC) Implementation Advisory Committee (IAC). Mr. Serakowski recognized the appointed Committee members of the Township Staff and Board stating they have worked hard over the past year to assess the recommendations provided by Ballard King in the *C&RC Post COVID Facility Assessment* and categorize them into a sense of prioritization.

Mr. Serakowski referred to the cover memo from Staff summarizing the work that has been done to date, a timeline of what has been discussed, estimated probable cost of the recommendations, a copy of the *C&RC Post COVID Facility Assessment*, which is still available for the public to review on the Township website, and the C&RC final study drawings. Mr. Edelmann, an architect who the Township has worked with over the years on various renovations, will be present next Monday evening to provide a presentation of the Committee's enhancement recommendations.

Mr. Serakowski asked if any Committee member would like to share additional comments with the Board this evening.

Mr. Biswick, Director of Recreation, stated the Committee focused on the Ballard King Report and the recommendations will position the C&RC to serve the community and members for over two and a half decades from now. The Committee has focused on some of the amenities that need enhancements. Mr. Biswick indicated his Staff is here to help with any questions that may come up.

In response to Commissioner Paoly's inquiry, Mr. Serakowski stated the packet the Board received this evening is a summary of the Committee's recommendations to date; however, everything is up for continued discussion of the Board and for public input.

Commissioner Enck stated that while the Committee has reached a consensus on most of the priorities, there are differing opinions on some of the options that will be presented and the Committee is looking for Board feedback when decisions need to be made.

Commissioner Paoly asked Mr. Serakowski to clarify the Board's next steps following Mr. Edelmann's presentation at the Regular Meeting of the Board of Commissioners on Monday, October 6, 2025. In response, Mr. Serakowski stated the Committee and Staff would like to open up opportunities to receive Board and public input following the presentation and to allow time for additional input to occur over the next month. It is anticipated that this item would be included on the November 3, 2025 Regular Meeting Agenda for more formal action.

Commissioner Graves indicated that safety recommendations were on the top of every Committee members list and this has been addressed in the proposed enhancements. Commissioner Graves stated that the recommendations should position the C&RC to remain competitive in the future and that he is looking forward to receiving more feedback and seeing the project move forward in the future.

In response to Commissioner Paoly's inquiry, Mr. Serakowski stated that the finance department will be available to answer questions as needed; however, the financing will not be the focus of next week's presentation. When the final package of recommendations is ready for Board action, financing will be reviewed further.

Commissioner Paoly asked if there were any additional questions from the Board, and there were none.

Discussion Re. Approval of Contract.

Mr. Mansfield stated Penn Care, Inc., Niles, OH, has submitted a proposal for a 2026 Ford F-450 4x4 Ambulance utilizing PA COSTARS government pricing contract #013-E24-312 in the amount of \$253,042. The pricing includes graphics, additional equipment (Technimount, oxygen mounts, and fire extinguishers), transfer of power load, and Penn Care's preventative maintenance program.

The Tri-Community South Administrative Committee has approved the purchase of the ambulance, and its funding will be incorporated in Tri-Community South's 2026 Capital Budget.

Staff will recommend that the proper Township officials, on behalf of Tri-Community South, be authorized to enter into a contract with Penn Care, Inc. for the purchase of an ambulance for \$253,042 at the October 6, 2025 Regular Meeting of the Board.

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

Discussion Re. Approval for a Grant Application Through the Department of Community and Economic Development for a Statewide Local Share Account Grant for the McLaughlin Run Streambank Restoration Project.

Mr. Benigni stated the Township desires to apply for a Statewide Local Share Account (LSA) grant through the Department of Community and Economic Development (DCED) from the Commonwealth Financing Authority in the amount of \$1,000,000 for the McLaughlin Run Streambank Restoration Project.

Staff will prepare the appropriate Resolution for the October 6, 2025, Regular Board Meeting to authorize Mark S. Mansfield, Assistant Township Manager, to file all applications, documents, and forms between the Township and DCED.

Staff will recommend that the Resolution be adopted at the October 6, 2025, Regular Meeting of the Board of Commissioners.

In response to Commissioner Paoly's inquiry, Mr. Benigni stated the restoration would occur along the stream area of the municipal parking lot and park. Eventually a portion of the parking lot may be lost if the Township does not take action to restore.

Commissioner Paoly thanked Staff for being proactive with this matter and asked the Board if there were any additional questions. There were none.

Discussion Re. Approval for an Allegheny County Blight Removal Program (ACBRP) Grant Application Through the Allegheny County Economic Development (ACED) Division for the Demolition of 1610 McLaughlin Run Road.

Mr. Benigni stated the Township desires to apply for a grant through the Allegheny County Economic Development (ACED) division's Allegheny County Blight Removal Program to be used for the demolition of 1610 McLaughlin Run Road.

Staff will prepare a Resolution for the October 6, 2025, Regular Board Meeting to authorize SHACOG to file all applications, documents, and forms between the Township and ACED.

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

Discussion Re. Approval of a Resolution Identifying Vacant and Dilapidated Structures within the Township.

Mr. Benigni stated related to the proposed demolition of 1610 McLaughlin Run Road, the Board of Commissioners must pass a Resolution that identifies vacant and dilapidated structures in the Township in order to apply for Allegheny County Blight Removal Program funding.

Staff will recommend that the Resolution be adopted at the October 6, 2025, Regular Meeting of the Board of Commissioners.

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

Discussion Re. Resolution Authorizing the Appropriate Township Officials to Execute all Documentation regarding a Sidewalk Maintenance Agreement.

Mr. Benigni stated as part of the Country Club Drive Bridge Rehabilitation Project, PennDOT will replace the sidewalks that cross the bridge at no cost to the Township. While PennDOT will continue to own and maintain the bridge and the wing walls along the sidewalks, the sidewalks themselves will be owned and maintained by the Township.

To finalize this arrangement, PennDOT requires the Board of Commissioners to adopt a resolution designating the appropriate Township Officials to execute a sidewalk maintenance agreement. Staff will prepare this resolution for the Board's consideration on October 6, 2025.

In response to Commissioner Paoly's inquiry, Mr. Benigni confirmed that the Township will be responsible for plowing the bridge during snow events.

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

GENERAL AFFAIRS

Status Report Re. Budget & Finance Committee Meeting held Monday, September 29, 2025.

Commissioner Enck stated that Mr. Romito provided a presentation on the status of the 2026 budget development process to the Budget & Finance Committee earlier this evening. Commissioner Enck stated that things are moving along, some revenues are up, some revenues are down slightly, due to conditions happening in the world, the state of Pennsylvania, and locally in Allegheny County. Commissioner Enck indicated that overall, the Township is in good shape, and the finance department continues to do a good job.

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

Discussion Re. Casey's Clubhouse (Formally Miracle League of the South Hills) Site Enhancement Request.

Mr. Serakowski stated on Monday, August 25, 2025, Sean Casey, President, and Tim Gebhart, Executive Director, of Casey's Clubhouse (formerly Miracle League of the South Hills) provided a status report to the Commissioners at the Informational & General Affairs Meeting highlighting the growth and success of the organization over the past 15 years.

During the status report, Mr. Casey and Mr. Gebhart proposed site enhancements to greater serve their athletes and the Township community. Such enhancements include the addition of a second field, upgrades to the bathroom facility, and the addition of a quiet sensory room. The conceptual plan was provided to the Board to review.

In the weeks following the status report, Mr. Gebhart sent the Board a follow-up letter with additional points not discussed during the meeting.

Most recently, the Township received over 130 letters of support from community members and participating families requesting site enhancements. These letters were previously shared with the Board of Commissioners.

Staff is seeking the Board's consensus as to whether there is support for these requested enhancements. Mr. Serakowski indicated that this would not be a formal approval or final plan; however, Casey's Clubhouse would like to know if the Township supports their moving forward with these potential enhancements and acknowledges their expanding operational needs.

Mr. Serakowski provided the Board with a timeline of the first Miracle Field from Board consensus to actual construction and stated it could be over two years before these proposed enhancements are in progress. Mr. Casey initially presented the idea for the Miracle League Field to the Township in January of 2010, at which time the Board provided consensus to move forward. The groundbreaking occurred in June 2011, permits were issued in 2012, the fields were finalized in the fall of 2012, and the first games occurred in June of 2013.

There is much work to be accomplished before any plans are presented to the Board for formal approval, including site plan development, identification of the appropriate engineering and architect teams, planning review which would bring this matter before the Planning Commission and the Board, and most importantly financing and fundraising.

Commissioner Paoly thanked Mr. Serakowski for the summary and asked the Board if there were any questions.

Commissioner Burlingame stated when he thinks of land use, he asks himself if there are better uses of existing spaces than how they are currently being used, and he is excited to see how the details to this proposed project evolve. Commissioner Burlingame stated he has a lot of faith in Mr. Casey and if this potential field is half as successful as the first one, he thinks it would be fantastic. He looks forward to the process continuing and to seeing all the details.

Commissioner Paoly concurred and stated he was inspired when listening to Mr. Casey speak at an event last week. Commissioner Paoly stated that these potential enhancements would be a better use of the land than the current parking area. Commissioner Paoly indicated he supports continuing through the process Mr. Serakowski described earlier.

Commissioner Graves stated he looks forward to his kids volunteering for the organization in the future. Commissioner Graves echoed the sentiments shared this evening, stating that Casey's Clubhouse is a tremendous organization and the Township is quite fortunate that it is here in our community, reinforcing the giving nature of our community. Commissioner Graves stated that he is an enthusiastic yes.

Commissioner Thomas stated he agrees and fully supports the process.

Commissioner Enck stated she thinks the Board should move forward with what has been suggested this evening; however, she does have a few suggestions and potential concerns. Commissioner Enck stated she had recently visited the Miracle Field and noticed how full the parking lot was. She indicated that she would like to see plans that ensure spaces are not being lost since adding an additional field would most likely add additional users, taking an already popular program and making it more popular. Commissioner Enck stated this is still a community space and she would like to make sure there is parking for community needs.

Commissioner Pardini stated his grandson played at Boyce Mayview Fields on Saturday and he missed a portion of the game because he was unable to find a parking space. He inquired if anyone has considered where to add additional spaces since the proposed plan is utilizing a portion of the parking lot to add an additional field.

In response, Mr. Serakowski stated that it is a priority to offset any parking loss and with the initial conceptual plan it looks like additional parking spaces will be added. We understand that on Saturdays and Sundays, especially in the fall, parking is tight and that is with over 700 spaces. At a minimum it would be a zero sum gain; however, the goal is to add more spaces.

Commissioner Enck mentioned she would like to see most of the needed financing to be addressed through fundraising and grants.

Mr. Serakowski stated that all of the comments made this evening will be taken back to Casey's Clubhouse.

Commissioner Paoly stated that the consensus he counted this evening is six commissioners who are in support of Casey's Clubhouse moving forward with the process.

Review of the Informational and General Affairs Meeting Minutes of August 25, 2025.

Commissioner Burlingame moved to approve the Informational and General Affairs Meeting Minutes of August 25, 2025. This was seconded by Commissioner Thomas and carried with a 6-0 voice vote.

Consideration of the September 2025 Bill Sheet.

Commissioner Paoly stated the Board received the Bill Sheet on September 26, 2025 via email and there were no questions submitted. Commissioner Enck moved for approval of the September 2025 Bill Sheet, which was seconded by Commissioner Burlingame and approved with a 6-0 voice vote.

Acknowledge Receipt of Financial Statements for the Eight-Month Period ending August 31, 2025.

Commissioner Paoly acknowledged receipt of the Financial Statements for the eight-month period ending August 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 Pardini moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Graves. This was approved by a 6-0 voice vote, and the meeting was adjourned at approximately 7:56 PM.

Laura Long
Recording Secretary
September 29, 2025

LITIGATION REPORT - SUMMARY
TOWNSHIP OF UPPER ST. CLAIR
September 26, 2025

I. CASES WHERE TOWNSHIP IS PLAINTIFF

- A. Township of Upper St. Clair v. Irene Johnovna Verzelli (No. AR-25-2214) (Court of Common Pleas)
- B. Township of Upper St. Clair vs. Deborah E. McPherson & David C. Mesko (AR-25-7328) (Court of Common Pleas)
- C. Township of Upper St. Clair vs. Joseph J. Zelezniak & Judith A. Zelezniak (No. CV-71-2025) (Magistrate Arnoni)
- D. Township of Upper St. Clair vs. Kerry L. Turner (No. CV-138-2025) (Magistrate Arnoni)
- E. Township of Upper St. Clair vs. Matthew Weiss (No. CV-118-2025) (Magistrate Arnoni)
- F. Township of Upper St. Clair vs. Perfect Power Wash, LLC (two Cases) (No docket numbers assigned) (Magistrate Arnoni)
- G. Township of Upper St. Clair vs. Robert C. Minetti & Joan R. Minetti (CV-195-2025) (Magistrate Arnoni)
- H. Township of Upper St. Clair vs. Gokalp Ilkcan (No. CV-197-2025) (Magistrate Arnoni)
- I. Township of Upper St. Clair vs. Loan Funder LLC Series 41493 (CV-198-2025) (Magistrate Arnoni)
- J. Township of Upper St. Clair vs. Michael Tomnay (CV-242-2025) (Magistrate Arnoni)
- K. Township of Upper St. Clair v. Song Yifang (CV-243-2025) (Magistrate Arnoni)
- L. Township of Upper St. Clair v. Ronald Riso (CV-244-2025) (Magistrate Arnoni)
- M. Township of Upper St. Clair v. 2610 Cedarvue Drive Trust (No docket number assigned) (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

- A. Matthew Weiss vs. Township of Upper St. Clair Zoning Hearing Board (No. SA 25-000453)(Allegheny County):

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