

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 27, 2026, 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 4, 2026, Regular Meeting Agenda Items. (Memorandum enclosed)

1. Old Business:

- (a.) None.

2. New Business:

- (a.) Discussion Re. PLC26-9301 – Amendment to Chapter 93 of the Township Code entitled “Parks and Playgrounds” to add Standards for the Operation of E-Bikes and Electronically Motorized Devices on Township Property.
- (b.) Recommendation Re. Establish Public Hearing Re. PLC26-1301 – Zoning Text Amendment to Chapter 130 of the Township Code Entitled “Zoning” to add a Definition of Tobacco/Vape Shop to Section 130.3, Definitions and add Tobacco/Vape Shop as a Conditional Use in the C3, Regional Shopping Center District.

B. Other.

- (a.) 2024 Devonwood Drive Traffic Calming Study – Township Traffic Engineer Presentation at the May 4, 2026 Regular Meeting.

5. Other Agenda and Discussion Items

A. Discussion Re. Recognitions. (Memorandum enclosed)

- Recognizing May 17 -23, 2026, as National Emergency Medical Services Week in Upper St. Clair
- Upper St. Clair High School Boys Basketball Team
- Upper St. Clair High School Swim Team

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

- Public Works Equipment
- Tustin Park Playground Structure
- Municipal Playground Fence
- Six (6) Electronic Stretchers for Ambulances

C. Discussion Re. Cable Communications Franchise Agreement Renewal With Comcast. (Memorandum enclosed)

GENERAL AFFAIRS

1. Status Report Re. Community & Recreation Center Facility Enhancements Phase 1 – Outdoor Aquatics. (Mark Edelman, Weber Murphy Fox Architect, to present)
2. Review of the Informational and General Affairs Meeting Minutes of March 30, 2026. (Minutes enclosed)
3. Consideration of the April 2026 Bill Sheet. (Bill Sheet sent electronically 4/24/26)
4. Acknowledge Receipt of Financial Statements for the Three-Month Period ending March 31, 2026. (Financial Statement sent electronically 4/24/26)
5. Adjournment.

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

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

Date: April 24, 2026

Subject: COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON APRIL 27, 2026



A. MAY 4, 2026 - REGULAR MEETING AGENDA ITEMS

Old Business

None

New Business

1. **DISCUSSION RE. PLC26-9301 – AMENDMENT TO CHAPTER 93 OF THE TOWNSHIP CODE ENTITLED “PARKS AND PLAYGROUNDS” TO ADD STANDARDS FOR THE OPERATION OF E-BIKES AND ELECTRONICALLY MOTORIZED DEVICES ON TOWNSHIP PROPERTY**

The Township is proposing to amend Chapter 93, Parks and Playgrounds, of the Township Code to address the increasing use of e-bikes and electronically motorized devices on Township property. Staff will prepare an ordinance for discussion by the Board of Commissioners on May 4, 2026.

2. **RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC26-1301-ZONING TEXT AMENDMENT TO CHAPTER 130 OF THE TOWNSHIP CODE ENTITLED “ZONING” TO ADD A DEFINITION OF TOBACCO/VAPE SHOP TO SECTION 130.3, DEFINITIONS AND ADD TOBACCO/VAPE SHOP AS A CONDITIONAL USE IN THE C3, REGIONAL SHOPPING CENTER DISTRICT**

The Township is proposing to add a definition of “Tobacco/Vape Shop” to Section 130.3, Definitions and add this use to as a conditional use in the C3, Regional Shopping Center District. A resolution establishing a public hearing for July 6, 2026, will be prepared for consideration by the Board of Commissioners at its meeting on May 4, 2026.

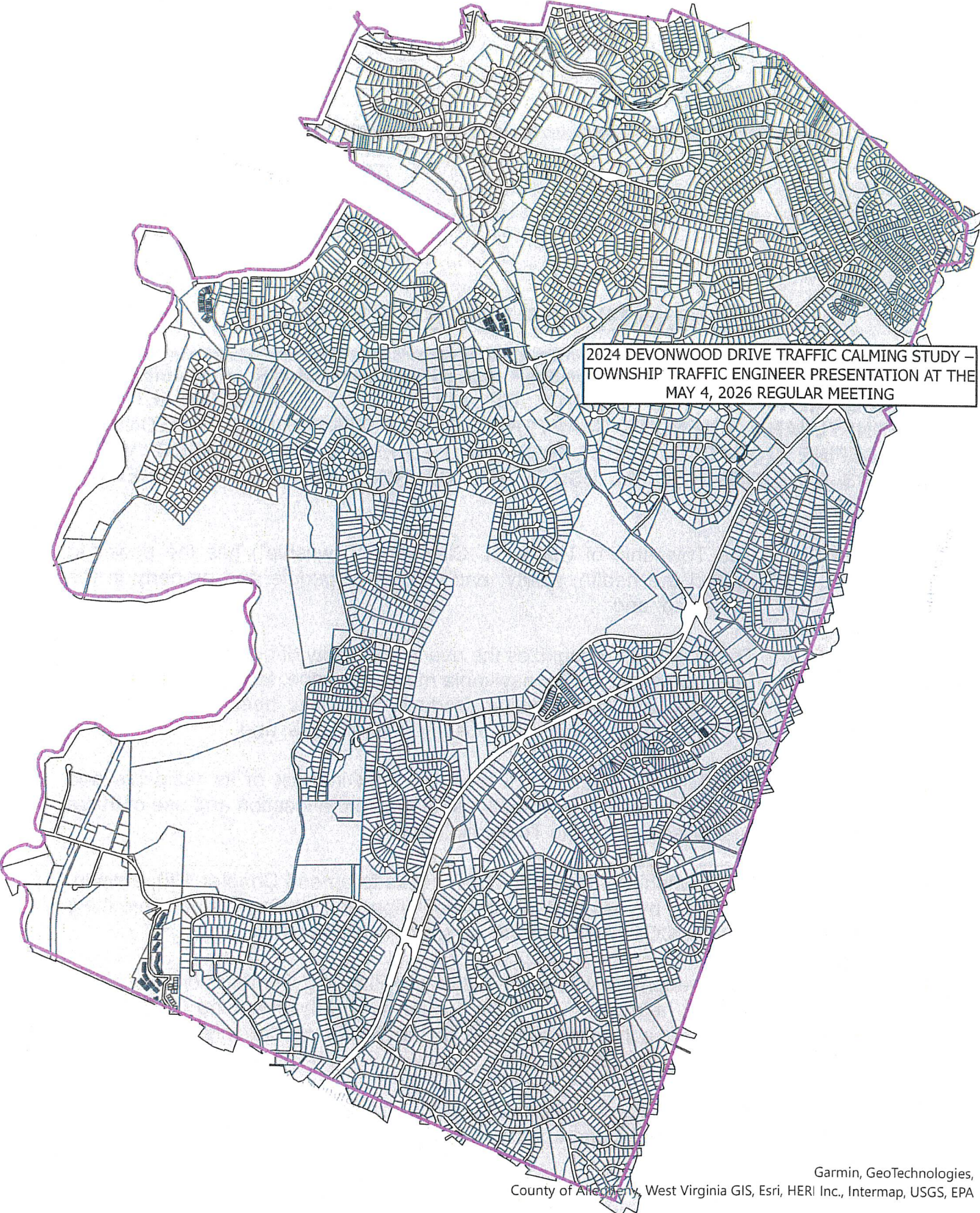
B. OTHER

3. 2024 DEVONWOOD DRIVE TRAFFIC CALMING STUDY – TOWNSHIP TRAFFIC ENGINEER PRESENTATION AT THE MAY 4, 2026 REGULAR MEETING

At the May 4, 2026 Regular Meeting, the Township Traffic Engineer will present the results of the Devonwood Drive Traffic Calming Study from December 2024. During the presentation, the Traffic Engineer will also discuss current efforts and recommended future steps.

Attachment

1. Map of locations of Community Development Department agenda items for the meetings of April 27, 2026 and May 4, 2026
2. PLC26-1301 Tobacco/Vape Shop – ZOTA – Draft Ordinance



2024 DEVONWOOD DRIVE TRAFFIC CALMING STUDY –
TOWNSHIP TRAFFIC ENGINEER PRESENTATION AT THE
MAY 4, 2026 REGULAR MEETING

Garmin, GeoTechnologies,
County of Allegheny, West Virginia GIS, Esri, HERI Inc., Intermap, USGS, EPA



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 27, 2026 and May 4, 2026

BILL NUMBER _____

DATE ADOPTED _____

ORDINANCE NO. _____

TOWNSHIP OF UPPER ST. CLAIR

AN ORDINANCE OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY OF THE COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 130 OF THE TOWNSHIP CODE ("ZONING") TO DEFINE "TOBACCO/"VAPE" SHOP" AND TO ESTABLISH TOBACCO/"VAPE" SHOPS AS A CONDITIONAL USE IN THE C3, REGIONAL SHOPPING CENTER DISTRICT.

WHEREAS, The Township of Upper St. Clair (the "Township") has the power to protect the health, safety, and welfare of people and property in the Township; and

WHEREAS, The Township recognizes the rise in popularity of businesses within the Commonwealth of Pennsylvania marketing vape, tobacco, cannabinoid products, and other similar products that have been shown to have negative health effects on consumers of all ages; and

WHEREAS, The Township believes it is in the best interest of its residents and citizens to establish regulations related to the location and use of these businesses within the Township; and

WHEREAS, the Township of Upper St. Clair seeks to amend Chapter 130, entitled, "Zoning," by establishing the definition and zoning district permitting "TOBACCO/"VAPE" SHOP" as set forth herein; and

WHEREAS, the Amendment was reviewed by the Planning Commission at a public meeting held on _____, after which the Planning Commission submitted a recommendation to the Board of Commissioners dated _____; and

WHEREAS, the Amendment was sent to the County of Allegheny Economic Development Department on _____; and

WHEREAS, the Board of Commissioners have given careful consideration to all public comments and has determined that adoption of the Amendment is beneficial to the health and welfare of the residents of the

Township.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR, and it is hereby ordained and enacted by the authority of the same as follows:

SECTION 1. The Code of the Township of Upper St. Clair at Chapter 130 ("Zoning"), Section 130.3 ("Definitions") is hereby amended by adding the following definition:

[130.3.375] TOBACCO/"VAPE" SHOP – A RETAIL establishment dedicated to the display, sale, distribution, delivery, offering, marketing or use of tobacco, tobacco products, alternative nicotine products/instruments, or cannabidiol (CBD), or any combination thereof, including but not limited to cigarettes, cigars, e-cigarettes (vapes), hookahs, or electronic smoking liquid (e-liquid or vape juice). This definition does not include GASOLINE STATIONS, FOOD STORES or PHARMACIES that carry conventional tobacco or tobacco products as ancillary sales.

SECTION 2. The Code of the Township of Upper St. Clair at Chapter 130 ("Zoning"), Section 130.3 ("C3 Regional Shopping Center District") Subsection 130.16.2.2. ("CONDITIONAL USES") is hereby amended by inserting the following new subsection under Planned regional SHOPPING CENTER developments including and limited to the following USES:

130.16.2.2.1.1.9 TOBACCO/"VAPE" SHOP

SECTION 3. This Ordinance shall become effective immediately upon enactment and shall repeal all prior inconsistent ordinances to the extent of such inconsistency.

SECTION 4. If a final decision of a court of competent jurisdiction holds any provision of this Ordinance or the application of any provision of this Ordinance to any circumstance to be illegal or unconstitutional, the other provisions of this Ordinance and the application of such provisions to other circumstances shall remain in full force and effect.

ORDAINED AND ENACTED THIS ____ DAY OF _____ 2026.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By: _____
President, Board of Commissioners

Township Manager/Secretary

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 24, 2026
Subject: **DISCUSSION RE. RECOGNITIONS**

Staff will prepare the appropriate Proclamations and Certificates of Achievement to be presented at the May 4, 2026 Regular Meeting of the Board recognizing:

- May 17 – 23, 2026, as National Emergency Medical Services Week in Upper St. Clair. EMS Staff will be on hand to accept the Proclamation.
- Upper St. Clair High School Boys Basketball Team for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships (*Certificate of Achievement*).
- Upper St. Clair High School Swim Team members Nazar Zoukovski, and Catherine Miller for their wins at the Western Pennsylvania Athletic League (WPIAL) Championships (*Certificate of Achievement*) and the Pennsylvania Interscholastic Athletic Association (PIAA) Championship (Proclamation)



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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: April 24, 2026

Subject: **DISCUSSION RE. AUTHORIZATION OF CONTRACT FOR PUBLIC WORKS EQUIPMENT**

Staff is seeking approval to purchase the following equipment in accordance with the Equipment Replacement Schedule:

<u>Public Works Equipment</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
One (1) 2026 Caterpillar 255-05 Skid Loader	Cleveland Brothers caterpillar	Sourcewell Contract - COSTARS #4400028102	\$85,111

Public Works equipment is allocated in the Township's 2022 Capital Projects Budget.

Staff will recommend that the proper Township officials be authorized to enter into contracts with Cleveland Brothers Caterpillar vendor in the amounts indicated at the May 4, 2026 Regular Meeting of the Board.



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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 24, 2026
Subject: **DISCUSSION RE. APPROVAL OF CONTRACT FOR TUSTIN PARK PLAYGROUND STRUCTURE PURCHASE**

Each year the Township allocates funds to update one of the 14 neighborhood parks. Tustin Park is scheduled for this year's playground renovation. The Township has selected a farm themed playground from General Recreation Inc., that is both challenging and meets ADA accessibility standards.

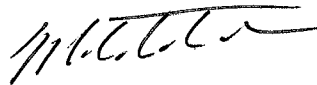
This purchase is available under a Sourcewell contract in the amount of \$84,568.20 and is allocated in the Township's 2026 Capital Projects Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with General Recreation Inc., in the amount of \$84,568.20 at the May 4, 2026 Regular Meeting of the Board.

*See Attachment

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SLR landscape
structures

TUSTIN PARK USC

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GENERAL DECORATION, INC.

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: April 24, 2026
Subject: **DISCUSSION RE. MUNICIPAL PLAYGROUND FENCE**

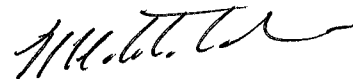
The purchase and installation of the replacement fencing at the Municipal Park basketball courts and playground area was allocated in the 2026 Capital Budget.

Allegheny Fence Construction Co., INC., has provided a quote of \$69,460 for installing the fence utilizing a combination of various Allegheny County and State cooperative purchasing contract pricing.

McLaughlin Run Basketball Court:	\$44,080
McLaughlin Run Playground:	\$25,380
 Total Cost: Fencing and Installation	 \$69,460

Staff will recommend that the proper Township officials be authorized to enter into a contract with Allegheny Fence Construction Co, INC., in the amount of \$69,460 for the Municipal Playground Fence project at the May 4, 2026, Regular Meeting of the Board.

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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: April 24, 2026

Subject: **DISCUSSION RE. AUTHORIZATION OF CONTRACT TO PURCHASE SIX (6) ELECTRONIC STRETCHERS FOR AMBULANCES**

The TCS administrative committee is recommending advancing to purchase replacement electronic stretchers from Stryker Equipment.

Stryker Sales LLC, Chicago, IL, offers the desired Model 6507 Power-Pro Ambulance electronic stretchers (demo units including Battery, Charger, Power Cord, Mount Plate and Preventative Maintenance), for Six (6) electronic stretchers @ \$33,169.46 for a total contract cost of \$199,016.76. New units are available under a Sourcewell Contract at \$35,392 each however TCS was offered a price of \$33,169 each for fully warrantied demo units.

Funding for the purchase of the EMS stretchers was anticipated in Tri-Community South's 2027 Capital Budget. However given the opportunity for \$13,338 in savings and the availability of capital funds, TCS desires to purchase at this time.

Staff will recommend that the proper Township officials, on behalf of Tri-Community South, be authorized to enter into a contract with Stryker – EMS Equipment for the purchase of six (6) Model 6507 Power-Pro Ambulance electronic stretchers in an amount not to exceed \$199,961.76 at the May 4, 2026 Regular Meeting of the Board.

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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: April 24, 2026

Subject: **DISCUSSION RE. CABLE COMMUNICATIONS FRANCHISE AGREEMENT RENEWAL WITH COMCAST**

The Cohen Law Group (CLG), the Township's cable consultant, has reached an agreement on behalf of the Township with Comcast regarding the cable franchise renewal.

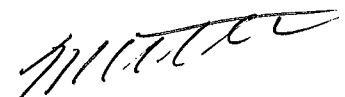
The cable video industry has undergone a major transformation in the past few years, and it was against this backdrop that CLG negotiated the cable franchise renewal agreement with Comcast. Given that Comcast is subject to greater competition with streaming services, the significant technology changes to wireless services and shift in regulations applicable to cable franchising, municipalities have somewhat fewer legal rights today. CLG fought to retain the benefits in the current franchise agreement which are summarized as follows:

- **Franchise Fees** – Municipalities are entitled under federal law to assess a franchise fee of up to 5% of the cable operator's "gross revenues" for cable services provided within the municipality. The Township currently assesses a 5% fee, and this remains the same in the new Agreement. The definition of "gross revenues" in the new Agreement, however, has been expanded to include an itemized list of 25 revenue sources intended to capture the maximum amount of franchise fee revenue. In addition, the list of "gross revenue" sources includes two new sources include "regional sports fee" and "broadcast retransmission fees. The new revenue sources relate to services and charges Comcast had added in the past few years.
- **Public, Educational and Government ("PEG") Channels** – Comcast will continue to provide Public, Education and Governmental Channels to be used for programming related to education and governmental activities and also provide equipment so that the programming can originate from the selected video origination locations be distributed over the cable system. Comcast has agreed to provide one Channel in High Definition ("HD").
- **PEG Capital Grant** – The agreement also requires Comcast to provide the Township with a cash franchise grant to be used for capital expenses "in support of production of local PEG programming." The grant amount negotiated for the Township is \$60,000.
- **Services to Community Facilities** – In 2019, the FCC injected a major new restriction to allowing free or discounted cable services to public buildings. As such, Comcast will no longer provide courtesy cable services. The FCC is being challenged in court by many municipalities around the country. If the courtesy portion of the FCC's Order is reversed on final appeal, then Comcast will provide Basic Service to the Township's public buildings.

- **Right-of-Way Protections** – The Agreement provides many protections for the Township’s public rights-of-way. Comcast agreement includes safety standards; the provision of service area maps to the Township upon request; requirements for disconnection and relocation of Comcast’s wires and equipment; removal of equipment in the event of an emergency; and the need for Township approval for cutting down any trees in the public rights-of-way. All dangling wires, low hanging wires and/or coiled wires on utility poles shall be removed or corrected with customary industry standards and practices within thirty days of receiving written notice from Township
- **Customer Service Standards** – The new agreement includes an updated set of comprehensive, quantifiable, and enforceable customer service standards.
- **Reporting Requirements** – The new agreement requires Comcast to send the Township a quarterly, line-item franchise fee report and they must keep specific records that may be inspected by the Township.
- **Cable System Requirements and Service Area** – The Agreement provides technical requirements for the cable system serving the Township. It requires the system to be built for digital television standards and meet or exceed all technical performance standards of the FCC, the National Electric Code and the National Electrical Safety Code. It also requires that Comcast perform tests on the cable system upon request, report to the Township regarding the results of the tests and take corrective measures if the results show non-compliance with applicable standards.
- **Monetary Fines for Violations**– The agreement provides the Township with three enforcement tools in the event that Comcast violates the agreement: liquidated damages (pre-determined monetary fines), lawsuit, and revocation.
- **Length of Franchise Term** – Due to cable technology is constantly changing and we cannot predict the state of this technology in the future, the shortest possible length of term for this agreement for Comcast is 10 years. From the dealings with Comcast over the past 27 years that this is a policy position from which Comcast will not deviate.
- **Competitive Equity Provision** – Pursuant to the 1992 Cable Television Consumer Protection and Competition Act, cable franchise agreements may not be exclusive. The Township may award more than one franchise to different cable operators. In large part due to the emergence of Verizon as a competitor in the cable industry, Comcast insisted upon including a competitive equity provision, also known as “level playing field” provision, in the Agreement. These provisions relate to the prospect of another cable operator providing cable services in the township in the future.

The attached “draft” Resolution has been prepared by CLG for the Board’s review. Staff is recommending approval of the Resolution at the Regular Board Meeting on May 4, 2026.

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Attachment



TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO.

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, AUTHORIZING EXECUTION OF A CABLE FRANCHISE AGREEMENT BETWEEN THE TOWNSHIP AND COMCAST OF COLORADO/PENNSYLVANIA/WEST VIRGINIA, LLC.

WHEREAS, pursuant to Title VI of the Communications Act, the regulations of the Federal communications Commission (hereinafter referred to as the "FCC") and Pennsylvania law, the Township is authorized to grant and renew franchises to construct, operate and maintain a Cable System utilizing Public Rights-of-Way and properties within the Township's jurisdiction; and

WHEREAS, Comcast currently holds a cable franchise from the Township by virtue of a cable franchise agreement entered into by Comcast and the Township and such agreement is within the industry renewal window; and

WHEREAS, Comcast had requested that the Township renew Comcast's franchise to construct, operate, and maintain its Cable System over, under and along the aforesaid Public Rights-of-Way for use by the Township's residents; and

WHEREAS, the aforesaid Public Rights-of-Way used by Comcast are public properties acquired and maintained by the Township on behalf of the citizens of the Township, and the right to use said Public Rights-of-Way is a valuable property right; and

WHEREAS, the Township desires to protect and manage the aforesaid Public Rights-of-Way, establish standards of Subscriber service, maintain a technologically advanced Cable System, receive Franchise Fees for Comcast's use of the Township's Public Rights-of-Way as provided by federal law, obtain the use of an educational and governmental channel, establish certain reporting requirements, provide legal protections for the Township, and meet the current and future cable-related needs of its residents; and

WHEREAS, the Township has determined that this Agreement and the process for consideration of this Agreement complies with all applicable federal, state and local laws and regulations; and

WHEREAS, the Township has determined that public interest would be served by renewing Comcast's franchise according to the terms and conditions contained herein;

NOW THEREFORE BE IT RESOLVED, that the Township Board of Commissioners does hereby approve the cable franchise agreement negotiated with the Township, including all of the terms and conditions contained therein, and does hereby authorize the execution of such agreement.

THAT, The appropriate officers and officials of the Municipality are hereby authorized to take whatever actions are necessary to effectuate this Resolution.

ADOPTED THIS 4th DAY OF May 2026.

ATTEST:

TOWNSHIP OF UPPER ST. CLAIR

Township Manager/Secretary

By _____
President, Board of Commissioners

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

March 30, 2026

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 30, 2026, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA, 15241.

PRESENT: Commissioner Burlingame President
 Commissioner Graves Vice President
 Commissioner Herrod
 Commissioner Madden
 Commissioner Pardini
 Commissioner Plutko
 Commissioner Thomas

Mark S. Mansfield	Assistant Township Manager
Kristen Burch	Director of Finance
Adam A. Benigni	Director of Planning and Community Development
Irving Firman	Township Attorney
Michael Galet	Township Engineer
Laura Long	Recording Secretary

EXCUSED: Matthew R. Serakowski Township Manager

PUBLIC: One member of the public was in attendance.

CITIZENS' COMMENTS

Commissioner Burlingame asked if there were any citizens' comments.

Mr. Matt Amick, 192 Devonwood Drive, stated he attended a meeting on October 7, 2024 to raise concerns regarding speed on Devonwood Drive. Mr. Amick stated the neighborhood has gotten younger over the years and he has four kids under the age of seven. Mr. Amick indicated that many high school drivers use Devonwood, Blairmont, and Truxton Drive to travel to the high school and he observes their driving behaviors as he walks his kids to the bus stop which prompted him to reach out to the Township with concerns that speeds along these roads are dangerous during school commute times.

Mr. Amick stated he previously initiated a request to the Township with a petition signed by 36 households for a traffic study in his neighborhood. Mr. Amick stated the study was conducted; however, he raised concerns regarding the validity of the data since Murdstone was closed for roadwork throughout the study which would affect student drivers using an alternate route since they wouldn't be accessing Devonwood due to the closure. Mr. Amick indicated he believes the neighborhood did not meet the criteria for traffic calming due to this closure.

Mr. Amick indicated that many households in his neighborhood reach out to him for updates and continue to share his concerns that there is a need for additional traffic calming in their neighborhood. He shared that he and his neighbors have witnessed students pass stopped busses in the opposing lane while their flashing stop signs were on. He indicated that he has been in touch with the Director of Planning & Community Development who indicated that Township Staff has discussed utilizing speed signs to gather additional data. Mr. Amick stated his neighborhood has been encouraged to attend next week's Board meeting to voice their concerns.

Commissioner Burlingame thanked Mr. Amick for attending the meeting and shared that the Board has been debriefed by Staff on the traffic study and will be watching closely as Staff continues to work towards resolving the concerns expressed.

Commissioner Plutko inquired if the Township can obtain data from the school buses. In response, Lieutenant Lindenfelser stated that data is typically shared with the Police Department on the day of an infraction.

Commissioner Herrod stated he drove along and visited Mr. Amick's neighborhood on Saturday and Sunday and did not witness any speeding during that time. Commissioner Herrod noted there is a hill crest two houses up from Mr. Amick's that could cause issues with seeing cars on the other side of the crest and create safety issues for students at bus stops.

Mr. Benigni stated when the traffic engineer conducted the study, they accounted for the hill crest and two traffic islands. Mr. Benigni offered to forward the completed study to the Commissioners to review again.

Commissioner Burlingame requested that Staff gather additional data. In response, Mr. Benigni stated that radar signs can be utilized to collect additional data regarding speed and volumes to assist the Board in determining if the traffic engineer should be utilized for an additional study of this area.

Commissioner Thomas inquired if the Murdstone Road closure could have affected the traffic study adversely. In response, Mr. Benigni stated the Township Traffic Engineer was aware of the closure and did not indicate that it adversely impacted the data. Mr. Benigni stated that Mr. Amick previously met with him and the Township Traffic Engineer to review the study results in greater detail at the Township's Office of Planning & Community Development.

Additional discussion ensued between the Commissioners regarding Commissioner Herrod's observations surrounding the hill crest and time of day he visited the neighborhood last weekend.

Commissioner Burlingame asked Staff to provide more information for the Board prior to next week's meeting.

Noting no additional questions from the Board and no additional citizens in attendance, Commissioner Burlingame moved on with the meeting.

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD

None.

COMMUNITY DEVELOPMENT – NEW BUSINESS

None.

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

Discussion Re. Recognition.

Commissioner Burlingame stated he will present the Proclamation recognizing April 19 – 25, 2026, as National Library Week in Upper St. Clair, at the Regular Meeting next Monday, April 6, 2026.

Discussion Re. Approval of Contracts.

Commissioner Burlingame asked Mr. Mansfield to review each of the contracts listed on the Agenda so that the Board may ask any questions following each item:

- **Public Works Vehicles and Equipment**

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

<u>Public Works Vehicle</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
Two (2) 2026 Ford F-600 4x4 Cab and Chassis	Tri Star Motors, Blairsville, PA	COSTARS Contract #025-E22-550	\$119,280.00
<u>Public Works Equipment</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
Two (2) 9' Aluminum Dump Body Upfit with stainless steel tailgate salt spreader, salt and liquid dispensing system and 9' snowplow	Stephenson Equipment, Inc. Lilly, PA	COSTARS Contract #25-E22-432	\$150,044.00

The Public Works vehicles and equipment are allocated in the Township's 2026 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 April 6, 2026 Regular Meeting of the Board.

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

- Municipal Building Sidewalk Railings

Mr. Mansfield stated various railing replacements are needed to complete the recent improvements around the Township Municipal Building. The proposed updated design will also meet current building code.

The Township received multiple quotes for the desired improvements, and Groll Ornamental Iron Works provided the best responsible quote for the Municipal Building Sidewalk Railings that include primer, topcoat and installation cost in the amount of \$61,870.

This purchase is allocated in the Township's 2026 Capital Projects Budget.

Staff will recommend that the proper Township Officials be authorized to enter into a contract with Groll Ornamental Iron Works in the amount of \$61,870 at the April 6, 2026 Regular Meeting of the Board.

In response to Commissioner Plutko's inquiry, Mr. Mansfield stated that this project was put out to bid twice and approximately three quotes were received.

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

Discussion Re. Option to be Included in the Allegheny County Community Development Block Grant (CDBG) and Home Investment Partnerships Programs.

Mr. Mansfield stated Allegheny County is required to qualify every three years as an Urban County to receive Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). The County must notify municipalities of the option to either be included in or excluded from (opt-in/opt-out) participation in the CDBG and HOME programs for the next three-year cycle, for program years 2027, 2028, and 2029 (CD Years 53-55).

Allegheny County Economic Development (ACED) has requested that the Township of Upper St. Clair continue to participate in Allegheny County's CDBG and HOME programs for the next three program years beginning July 1, 2027 and ending June 30, 2029.

Staff will prepare the appropriate Resolution to "opt-in" to be included in these programs and will recommend that the Resolution be adopted at the April 6, 2026 Regular Meeting of the Board.

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

Discussion Re. Approval for a Grant Application Through the Department of Community and Economic Development for the Upper St. Clair Montour Trail Access Feasibility Assessment.

Mr. Benigni stated the Township desires to apply for funding through the Department of Community and Economic Development (DCED) Greenways, Trails and Recreation Program (GTRP) from the Commonwealth Financing Authority (CFA) for the Upper St. Clair Montour Trail Access Feasibility Assessment.

This assessment will determine the feasibility for the development of approximately 2.3 miles of shared-use trail routes that will create a direct connection between Boyce Mayview Park and the

existing Montour Trail in Peters Township. This project will improve regional connectivity, expand recreational opportunities, and increase access to Township parks all while supporting non-motorized transportation for residents and visitors.

Staff will prepare the appropriate Resolution for the April 6, 2026, Regular Board Meeting to authorize Mark S. Mansfield, Assistant Township Manager, to file all applications, documents, and forms between the Township and DCED.

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

GENERAL AFFAIRS

Review of the Informational and General Affairs Meeting Minutes of February 23, 2026.

Commissioner Plutko moved to approve the Informational and General Affairs Meeting Minutes of February 23, 2026. This was seconded by Commissioner Thomas and carried with a 7-0 voice vote.

Consideration of the March 2026 Bill Sheet.

Commissioner Burlingame stated the Board received the Bill Sheet March 27, 2026 by email and there were no questions submitted. Commissioner Plutko moved for approval of the March 2026 Bill Sheet, which was seconded by Commissioner Herrod and approved with a 7-0 voice vote.

Acknowledge Receipt of Financial Statements for the Two-Month Period ending February 28, 2026.

Commissioner Burlingame acknowledged receipt of the Financial Statements for the two-month period ending February 28, 2026 and stated they are available at the Township offices for review.

ADDITIONAL COMMENTS

Commissioner Burlingame stated that the Board will be meeting later this evening for an additional Executive Session to discuss legal and personnel matters.

ADJOURNMENT

Commissioner Pardini moved to adjourn the Informational & General Affairs Meeting, which was seconded by Commissioner Plutko. This was approved by a 7-0 voice vote, and the meeting was adjourned at approximately 7:50 PM.

Laura Long
Recording Secretary
March 30, 2026

LITIGATION REPORT - SUMMARY
March 26, 2026

I. CASES WHERE TOWNSHIP IS PLAINTIFF

- A. Township of Upper St. Clair vs. Deborah E. McPherson & David C. Mesko (AR-25-7328) (Court of Common Pleas)
- B. Township of Upper St. Clair vs. Kerry L. Turner (No. CV-138-2025) (Magistrate Arnoni)
- C. Township of Upper St. Clair vs. Matthew Weiss (No. CV-118-2025) (Magistrate Arnoni)
- D. Township of Upper St. Clair vs. Gokalp Ilkcan (No. CV-197-2025) (Magistrate Arnoni)
- E. Township of Upper St. Clair v. Ronald Riso (CV-244-2025) (Magistrate Arnoni)
- F. Township of Upper St. Clair v. Daniel M. Evans (CV-313-2025) (Magistrate Arnoni)
- G. Township of Upper St. Clair v. Mehul Vakil (CV-314-2025) (Magistrate Arnoni)
- H. Township of Upper St. Clair v. Rene Marasco (CV-3-2026) (Magistrate Arnoni)
- I. Township of Upper St. Clair v. Grand Old Properties, LLC (No case number assigned) (Magistrate Arnoni)
- J. Township of Upper St. Clair v. Naheeda Shaikh (No case number assigned) (Magistrate Arnoni)
- K. Township of Upper St. Clair v. Irene Verzelli (No case number assigned) (Magistrate Arnoni)

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

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. Stasenko 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