

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, JANUARY 26, 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. February 2, 2026, Regular Meeting Agenda Items. (Memorandum enclosed)

1. Old Business:

- (a.) Continued Public Hearing Re. PLC25-1302 Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial Zoning District by Zoning Amendment to the Township Zoning Map.

2. New Business:

- (a.) Public Hearing Re. PLC25-0004 – St. Clair Country Club Paddle Hut – Unified Conditional Use Preliminary and Final Land Development Approval.

B. Other.

- (a.) None.

5. Other Agenda and Discussion Items

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

- Police Vehicles
- Police In-Car Fleet Camera Systems
- Professional Services-Community & Recreation Center Enhancements
- Indoor Play Pool Structure Replacement

B. Discussion Re. 2026-2027 Township Engineer Fee Schedule. (Memorandum enclosed)

C. Discussion Re. Reappointments to Various Township Boards and Commissions. (Memorandum enclosed)

GENERAL AFFAIRS

1. Review of the Informational and General Affairs Meeting Minutes of December 15, 2025. (Minutes enclosed)
2. Consideration of the January 2026 Bill Sheet. (Bill Sheet sent electronically 1/23/26)
3. Acknowledge Receipt of Financial Statements for the Twelve-Month Period ending December 31, 2025. (Financial Statement sent electronically 1/23/26)
4. Adjournment.

MEMORANDUM

To: **Matthew R. Serakowski, Township Manager**
From: **Adam A. Benigni, Director of Planning and Community Development**
Date: **January 23, 2026**



Subject: **COMMUNITY DEVELOPMENT DEPARTMENT INFORMATIONAL ITEMS FOR THE INFORMATIONAL AND GENERAL AFFAIRS MEETING ON JANUARY 26, 2026**

A. FEBRUARY 2, 2026 - REGULAR MEETING AGENDA ITEMS

Old Business

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

This is the continued public hearing on an application filed by Northwest Land LLC #1023 to reclassify the property located at 1512 McLaughlin Run Road (Block/Lot 321-G-150) to its previous zoning designations of R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District. On October 16, 2025, the Planning Commission recommended denial of this item to the Board of Commissioners by a vote of 5 to 2. Then on December 18, 2025, the Planning Commission heard this item a second time and subsequently recommended approval to the Board of Commissioners by a vote of 5 to 2. A bill will be prepared for consideration by the Board on February 2, 2026.

New Business

2. PUBLIC HEARING RE. PLC25-0004 – ST. CLAIR COUNTRY CLUB PADDLE HUT – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

This is the initial public hearing on an application filed by the St. Clair Country Club for Unified Conditional Use/Preliminary and Final Land Development Approval to construct a new paddle hut at the St. Clair Country Club, located at 2300 Old Washington Road. This application was reviewed by the Planning Commission on December 18, 2025, and was recommended for approval subject to certain conditions. Following the applicant's presentation, staff will recommend that the hearing be continued to Monday, March 2, 2026, for the purpose of taking staff testimony.

B. OTHER

None.

Attachment

1. Map of locations of Community Development Department agenda items for the meetings of January 26, 2026 and February 2, 2026

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

PUBLIC HEARING RE. PLC25-0004 – ST. CLAIR
COUNTRY CLUB PADDLE HUT – UNIFIED
CONDITIONAL USE PRELIMINARY AND FINAL
LAND DEVELOPMENT APPROVAL

County of Allegany, West Virginia GIS, Esri, HERE, Garmin, GeoTechnologies,
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 January 26, 2026 and February 2, 2026

MEMORANDUM

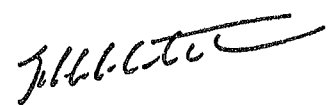
To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: January 23, 2026
Subject: **DISCUSSION RE. AUTHORIZATION OF CONTRACT FOR POLICE VEHICLES**

Staff is seeking approval to purchase the following vehicle in accordance with the Fleet and Equipment Replacement Schedule:

<u>Vehicles</u>	<u>Vendor</u>	<u>Bid/GSA</u>	<u>Amount</u>
One (1) 2026 Ford Police Interceptor Utility AWD Vehicle	Laurel Ford Windber, PA	COSTARS Contract #013-056	\$46,690.00
One (1) 2026 Ford Explorer 4x4 Administrative Police Vehicle	Laurel Ford Windber, PA	COSTARS Contract 026-021	\$43,885.00
		Total Contract	\$90,575.00

Police vehicles are 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 Laurel Ford for \$90,575.00 by a simple motion and voice vote at the February 2, 2026 Regular Meeting of the Board.



/avg

i:\memos\discussionre police vehicles2.2026.doc

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: January 23, 2026
Subject: **DISCUSSION RE. POLICE IN-CAR FLEET CAMERA SYSTEMS**

The Police Department's in-car cameras have been scheduled for replacement, as they are currently out of the five-year warranty window and becoming a maintenance concern. In addition to improved reliability, the recommended upgrade will include Automated License Plate Recognition (ALPR), a feature the older cameras did not have.

Axon Enterprise, Inc., Scottsdale, AZ, has submitted a proposal for the purchase of the following in-car fleet camera systems for eleven vehicles in the Police Department utilizing Sourcewell pricing contract #101223-AXN:

Eleven (11) Axon Fleet3B in-car camera systems (\$161.49/unit/month) for 5 years \$106,583.40

Eleven (11) Axon Fleet 3 – ALPR License – 1 camera (\$64.01/unit/month) for 5 years \$ 42,246.60

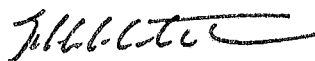
One (1) Axon Fleet 3 – Services – ALPR API Integration \$ 2,947.20
Total \$151,777.20

A five-year warranty is included with the above purchases.

This purchase will be made under a five-year payment plan with the first-year payment allocated in the 2026 Capital Fund and the annual payments in years two through five will be allocated in the Operating Budget of the Police Department.

Staff will recommend that the proper Township officials be authorized to execute a contract with Axon Enterprise, Inc. in the amount of \$151,777.20 by a simple motion and voice vote at the Regular Meeting of the Board on February 2, 2026.

/pec
i:\memos\discussionpoliceincarcamerasfeb2026.doc



MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: January 23, 2026
Subject: **DISCUSSION RE. PROFESSIONAL SERVICES- COMMUNITY & RECREATION CENTER ENHANCEMENTS**

Staff recommends proceeding with professional services with Weber Murphy Fox and Wallover Architects for the Community & Recreation Center (C&RC) enhancements, consistent with the approved Capital Improvement Program framework. WMF will provide architectural support and project management services, and Wallover architects will provide aquatics consultant services for the outdoor pool enhancements.

This recommendation is made following the Board of Commissioners' affirmation of the recommended conceptual design options at the November 3, 2025, regular meeting.

Weber Murphy Fox (WMF)

- Architectural Services (Phases 1 & 2): \$270,000
- Project Management:
 - Phase 1 – Outdoor Pool Area Enhancements: \$67,200
 - Phase 2 – Indoor Facility Enhancements: \$81,367

Wallover Architects

- Aquatics Consultant Services:
 - Phase 1 – Outdoor Pool Enhancements: \$75,400

Total Professional Services Cost: \$493,967

The above referenced contractual services were budgeted in the Township 2026 Capital Budget.

Staff will recommend that the proper Township officials be authorized to execute a contract with Weber Murphy Fox for \$418,567 and a contract with Wallover Architects for \$75,400 for a total of \$493,967. This can be accomplished by a simple motion and voice vote at the Regular Meeting of the Board on February 2, 2026.

/avg

i:\memos\discussionpoliceincarcamerasfeb2026.doc



MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 23, 2026

Subject: **DISCUSSION RE. FOR INDOOR POOL PLAY STRUCTURE REPLACEMENT**

The large Indoor Pool Play Structure at the Community & Recreation Center has been scheduled for removal and replacement as part of the 2026 Capital Improvement Program. The current structure is over 15 years old and is showing significant wear and tear.

Vortex Aquatic Structures International submitted a proposal for purchase, delivery, and installation of the desired new play structure in the amount of \$390,232.57 using COSTARS Contract #014-E22-275 discount.

This "Priority Project" contractual pricing falls within the 2026 Capital Projects allocation of \$435,000.

Staff will recommend that the proper Township officials be authorized to execute a contract with Vortex Aquatic Structures International for \$390,232.57. This can be accomplished by a simple motion and voice vote at the Regular Meeting of the Board on February 2, 2026.

/avg
i:\memos\discussionpoliceincarcamerasfeb2026.doc



MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 23, 2026

Subject: **DISCUSSION RE. 2026-2027 TOWNSHIP ENGINEER FEE SCHEDULE**

Enclosed is the Township Engineer's 2026-2027 Fee Schedule. The new rates are good for a two-year period. Additionally, an excerpt of the Township's Fee Schedule is enclosed specific to current consultant rates.

Approval of the Fee Schedule may be accomplished at the February 2, 2026 Regular Meeting of the Board by simple motion and voice vote.

/ll
enclosure

M:/sharedmgr/feestwp_Gateway_IGA_1.26.26

Matthew R. Serakowski



GATEWAY ENGINEERS

A FULL-SERVICE CIVIL ENGINEERING COMPANY



100 McMorris Road
Pittsburgh, PA 15205



412-921-4030



GatewayEngineers.com

December 10, 2025

Township of Upper St. Clair
1820 McLaughlin Run Road
Upper St. Clair, PA 15241

Attn: Matt Serakowski, Township Manager

RE: 2026-2027 Professional Engineering Rates

Dear Matt,

Thank you for the opportunity to service the Township of Upper St. Clair in 2025 as we have for the past 67 years.

Our team of project managers continues to tackle the varied assignments of improvements to Municipal infrastructure and asset management while continuing to try and improve the process and outcomes. This requires a project team with high level resources and unique skill sets.

Although inflation has begun to stabilize, rising costs throughout the year and the challenges associated with sustaining a multi-disciplined professional staff continue to impact overall operating expenses. Our fees are adjusted annually to allow us to continue providing dependable engineering services at the level you have come to expect. We understand that Upper St. Clair prefers to see our rates in a 2-year format, accordingly we are providing our updated fee schedule for 2026-2027.

In addition, the retainer fee will remain at the same rate as last year at \$550.00 per month.

We thank you for your continued support of our services and look forward to assisting you in the coming year. Please contact me if you should have any questions

Sincerely,
THE GATEWAY ENGINEERS, INC.

Michael J. Galet, P.E.
Township Engineer

Attachments

G:\Proposals\2026 Municipal Rate Letters\MJG\Upper St. Clair Rate Letter 2026.docx

FULL-SERVICE CIVIL ENGINEERING

ASSET MANAGEMENT • ENVIRONMENTAL • GEOTECHNICAL
LAND DEVELOPMENT • MUNICIPAL • STRUCTURAL • SURVEYING • TRANSPORTATION

STANDARD BILLING RATE SCHEDULE FOR USC

EFFECTIVE: JANUARY 1, 2026 Through DECEMBER 31, 2027

PROFESSIONAL AND TECHNICAL

Intern_____	\$54
Professional/Technical I_____	\$76
Professional/Technical II _____	\$98
Professional/Technical III_____	\$111
Professional/Technical IV _____	\$123
Professional/Technical V_____	\$138
Professional/Technical VI _____	\$151
Professional/Technical VII_____	\$163
Professional/Technical VIII _____	\$174
Professional/Technical IX _____	\$184
Professional/Technical X_____	\$193
Professional/Technical XI _____	\$203
Professional/Technical XII_____	\$212

PILOT

Pilot I _____	\$400
Pilot II _____	\$650
Pilot III _____	\$900

FULL-SERVICE CIVIL ENGINEERING

ASSET MANAGEMENT • ENVIRONMENTAL • GEOTECHNICAL
LAND DEVELOPMENT • MUNICIPAL • STRUCTURAL • SURVEYING • TRANSPORTATION

TOWNSHIP OF UPPER ST. CLAIR FEE SCHEDULE
(Updated January 15, 2025)

Township Attorney

Attorneys	\$210.00 /Hour Per Shareholder
Associate	\$180.00 /Hour Per Associate
Paralegals	\$110.00 /Hour
The hourly charge does not include out-of-pocket expenses such as court costs, filing fees, postage, photocopy charges, etc.	

Township Engineer

Intern	\$56.00 /Hour
Professional/Technical I	\$66.00 /Hour
Professional/Technical II	\$80.00 /Hour
Professional/Technical III	\$93.00 /Hour
Professional/Technical IV	\$106.00 /Hour
Professional/ Technical V	\$120.00 /Hour
Professional/ Technical VI	\$133.00 /Hour
Professional/ Technical VII	\$147.00 /Hour
Professional/Technical VIII	\$160.00 /Hour
Professional/Technical IX	\$174.00 /Hour
Professional/Technical X	\$187.00 /Hour
Professional/Technical XI	\$200.00 /Hour
Professional/Technical XII	\$214.00 /Hour
*Fee rates locked in for 2024-2025	

I hereby certify that the above listed fees are in effect until further notice.



Matthew R. Serakowski
Township Manager
Township of Upper St. Clair

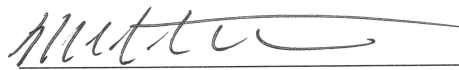
TOWNSHIP OF UPPER ST. CLAIR FEE SCHEDULE
(Updated December 2, 2025)

Township Traffic Engineer

Principal/Senior Manager	\$175.00 /Hour
Engineering Manager	\$160.00 /Hour
Senior Engineer/Designer	\$140.00 /Hour
Staff Engineer	\$132.00 /Hour
Associate Designer/Analyst	\$ 127.00 /Hour
Senior Technician	\$ 95.00 /Hour
Senior Survey Technician	\$ 95.00 /Hour
Field Technician	\$ 65.00 /Hour
Clerical	\$ 65.00 /Hour
Field Enumerators	\$ 46.00 /Hour
Auto Travel	\$ 0.70/Mile
Copies	\$ 0.17 /Sheet
Color Copies	\$ 0.50 /Sheet
Plan Prints – Bond	\$ 0.27 /S.F.
Plan Prints – Vellum	\$ 1.00 /S.F.
Plan Prints – Mylar	\$ 1.35 /S.F.
Plan Prints – Color Plot	\$ 0.65 /S.F.
Other Direct Costs	At Cost

*Premium hourly rate based upon authorized overtime

I hereby certify that the above listed fees are in effect until further notice.



Matthew R. Serakowski
Township Manager
Township of Upper St. Clair

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: January 23, 2026

Subject: **DISCUSSION RE. REAPPOINTMENTS TO VARIOUS TOWNSHIP BOARDS AND COMMISSIONS**

The following Board and Commission terms expired on December 31, 2025. These reappointments may be discussed at the Informational and General Affairs Meeting, Monday, January 26, 2026. Formal action on the reappointments may take place at the February 2, 2026 Regular Meeting of the Board of Commissioners.

Building and Fire Codes Appeals and Advisory Board – 3 year term

- Firas Abdelahad
- Glenn Avick
- Denis Flaherty

Civil Service Board – 3 year term

- P.J. Murray, III

Library Board – 3 year term

- Robert G. Ontolchik

Municipal Authority – 5 year term

- Mark D. Christie

Planning Commission – 4 year term

- Robin Weissert
- Jeffrey Krantz

Zoning Hearing Board – 3 year term

- Dwight D. Ferguson

Matthew R. Serakowski

M:/Memos/reappointments, IGA Meeting 1.26.26

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

December 15, 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, December 15, 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 Plutko	
	Commissioner Thomas	
	Matthew R. Serakowski	Township Manager
	Mark M. Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	Adam A. Benigni	Director of Planning and Community Development
	Irving S. Firman	Township Attorney
	Michael Galet	Township Engineer
	Laura Long	Recording Secretary

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

CITIZENS' COMMENTS

Commissioner Paoly stated the Board met prior to the meeting to discuss legal and personnel matters.

Commissioner Plutko presented a Proclamation to Commissioner Enck in honor of over five years of service and the accomplishments the Township received during her tenure as Commissioner. Commissioner Plutko stated that Commissioner Enck served on the Board of Commissioners in a manner consistent with high professional standards; supporting the Township's system of government as set forth within the Home Rule Charter. Commissioner Plutko also presented Commissioner Enck with a plaque from the Township in recognition of her service, noting her time served as Vice President this past year.

Claudia Huber, Representative Mihalek's office, presented Commissioner Enck with a Certificate Citation from the Pennsylvania House in recognition of her achievements. Ms. Huber stated although Representative Mihalek could not be in attendance this evening she wanted to thank Commissioner Enck for her commitment and service.

Michael Reinmund, Senator Robinson's office, presented Commissioner Enck with a Citation from the Pennsylvania Senate and extended a heartfelt thank you for her dedication to the community.

Commissioner Enck thanked everyone for the appreciation given this evening.

Commissioner Enck presented a Proclamation to Commissioner Paoly in honor of 16 years of service and referenced many milestones the Township achieved during his tenure as Commissioner. Commissioner Enck stated that Commissioner Paoly performed his Township duties with dedication, fairness, and integrity, maintaining a positive culture of cooperation and respect with Board members and Township Staff. Commissioner Enck also presented Commissioner Paoly with a plaque from the Township in recognition of his service, noting the two years he served as Vice President and the four years he served as President.

Ms. Huber stated that Representative Mihalek and Representative Miller co-sponsored the Citations presented this evening recognizing both Commissioners and thanked Commissioner Paoly for his service.

Mr. Reinmund presented Commissioner Paoly with a Citation from Senator Robinson's office and expressed congratulations in honor of his service to the Township.

Commissioner Paoly extended his heartfelt thanks to his family, friends, colleagues and mentors.

INFORMATIONAL ITEMS

COMMUNITY DEVELOPMENT – OLD

None.

COMMUNITY DEVELOPMENT – NEW BUSINESS

Public Hearing Re. PLC25-1302 Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial Zoning District by Zoning Amendment to the Township Zoning Map.

Mr. Benigni stated this is the initial public hearing on an application filed by Northwest Land LLC #1023 to reclassify the property located at 1512 McLaughlin Run Road (Block/Lot 321-G-150) to its previous zoning designations of R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District. This application was reviewed by the Planning Commission at its regular meeting on October 16, 2025 and was recommended for denial. Following the applicant's presentation, staff will recommend that the hearing be continued to Monday, February 2, 2026 for the purpose of taking staff testimony.

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

COMMUNITY DEVELOPMENT – OTHER

None.

OTHER AGENDA AND DISCUSSION ITEMS

None.

GENERAL AFFAIRS

Recommendation Re. Adoption of Resolution for the Extension of the Settlement Date for the Purchase of Real Estate Presently Owned by Nancy J. Leygraaf, Trustee Under the Testamentary Remainder Trust Under the Will of Paul A. Orient, Located at 1610 McLaughlin Run Road.

Mr. Benigni stated on March 3, 2025, the Board of Commissioners adopted Resolution no. 1773 which authorized the purchase of property currently owned by Nancy J. Leygraaf, located at 1610 McLaughlin Run Road.

Recently, the owner has requested that the Township agree to extend the settlement date from on or before January 1, 2026 to on or before April 1, 2026 in order to provide additional time to sell the equipment on the property and remove stockpiled material.

It is recommended that the Board of Commissioners approve Resolution No. 1791 which extends the settlement date to on or before April 1, 2026. This may be accomplished by roll call vote.

Mr. Benigni stated that he would need to review the next Agenda item before the Board could take action this evening.

Recommendation Re. To Suspend Section 19.6.2 of the Township Code.

Mr. Benigni stated in order to proceed with the recommendation to approve Resolution No. 1791 authorizing the extension of the settlement date for the purchase of property located at 1610 McLaughlin Run Road (Block/Lot 395-E-70 and 395-A-80) from on or before January 1, 2026 to on or before April 1, 2026, it will first be necessary for the Board to suspend a provision of the Township Code, Chapter 19, "Board of Commissioners", to permit formal action this evening. This is necessary because Section 19.6.2 of the Township Code, sets forth that action by the Board at Informational and General Affairs meetings shall be limited to routine non-legislative matters. The section further provides the Board may suspend this requirement, by motion and majority vote.

It is therefore recommended the Board take action to suspend Section 19.6.2 of the Township Code for purposes of approving Resolution No. 1791. This may be accomplished by a simple motion and roll call vote.

MOTION AND VOTE TO SUSPEND SECTION 19.6.2 OF THE TOWNSHIP CODE

Commissioner Enck moved to suspend section 19.6.2 of the Township Code. This was seconded by Commissioner Burlingame and carried with a 7-0 roll-call vote.

MOTION AND VOTE TO APPROVE RESOLUTION NO. 1791

Commissioner Thomas moved to approve Resolution No. 1791. This was seconded by Commissioner Plutko and carried with a 7-0 roll-call vote.

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

Commissioner Plutko moved to approve the Informational and General Affairs Meeting Minutes of November 24, 2025. This was seconded by Commissioner Burlingame and carried with a 7-0 voice vote.

Consideration of the December 2025 Bill Sheet.

Commissioner Paoly stated the Board received the Bill Sheet on December 12, 2025 by email and there were no questions submitted. Commissioner Enck moved for approval of the December 2025 Bill Sheet, which was seconded by Commissioner Burlingame and approved with a 7-0 voice vote.

Acknowledge Receipt of Financial Statements for the Eleven-Month Period ending November 30, 2025.

Commissioner Paoly acknowledged receipt of the Financial Statements for the eleven-month period ending November 30, 2025 and stated they are available at the Township offices for review.

Commissioner Paoly played a few bars of “For The Love of Money” and asked Mr. Romito to come forward to be recognized for his service with the Township, announcing that it is also Mr. Romito’s last meeting as Director of Finance, since he will be leaving the Township for another opportunity in the finance world. Mr. Romito thanked Commissioner Paoly for providing him with the walk-up music he has always wanted. Commissioner Paoly thanked Mr. Romito for his time and diligence with the Township. Commissioner Enck added that she has been extremely grateful for Mr. Romito’s patience and guidance throughout her experience as Chair of the Budget & Finance Committee Meeting. Mr. Romito stated that it has been his pleasure to help and thanked the Commissioners for their appreciation.

ADDITIONAL COMMENTS

Commissioner Burlingame asked Mr. Serakowski for an update relating to the communications the Commissioners have been receiving regarding parking concerns on Blairmont Drive. Mr. Serakowski stated that the resident who previously addressed the Board with his concerns earlier this month, Mr. Kaplan, has kept in touch with the Township. Mr. Serkowski indicated that Mr. Kaplan is looking for guidance from the Board, and has indicated that he will most likely attend a public Board meeting in late January to engage with the new Board and seek insight on what can be done to address his concerns.

Commissioner Burlingame expressed that he would like the Board and Township Staff to review and discuss potential options and provide clarification on what the Township’s stance will be regarding this matter.

Commissioner Paoly stated again that the Board met earlier this evening 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 7-0 voice vote, and the meeting was adjourned at approximately 7:58PM.

Laura Long
Recording Secretary
December 15, 2025