Township of Upper St. Clair

THERE WILL BE A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AT 7:30 P.M. ON MONDAY, DECEMBER 2, 2024 AT THE TOWNSHIP OF UPPER ST. CLAIR MUNICIPAL BUILDING, BOARD OF COMMISSIONERS' MEETING ROOM, 1820 MCLAUGHLIN RUN ROAD, UPPER ST. CLAIR, PA 15241.

AGENDA

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

4. Review of the Board of Commissioners' Regular Meeting Minutes of November 4, 2024. (Minutes enclosed)

5. Comments from Citizens and Taxpayers on Matters Not Included on the Agenda.

OLD BUSINESS

6. Continued Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval. (Memorandum and Bill No. 6-24 enclosed)

NEW BUSINESS

7. Recommendation Re. Adoption of the 2025 Budget. (Memorandum and Bill No. 7-24 enclosed)

8. Recommendation Re. Approval of Contracts. (Memorandum enclosed)

9. Recommendation Re. Approving the Designation of Matching Funds through the Redevelopment Assistance Capital Program for the Upper St. Clair Township Library – Next Generation Library Improvement Project. (Memorandum and Resolution No. 1768 enclosed)

10. Recommendation Re. Restatement of Chapter 25.10 – Investment Policy. (Memorandum and Bill No. 8-24 enclosed)

11. Recommendation Re. Investment Policy for Non-Retirement Funds. (Memorandum and Bill No. 9-24 enclosed)

12. Recommendation Re. Snow Removal Agreement with Upper St. Clair School District. (Memorandum and Resolution No. 1769 enclosed)

13. Recommendation Re. Resolution Authorizing the Appropriate Township Officials to Execute a Utility Relocation Abbreviated Work Reimbursement Agreement for Manhole Adjustments on Boyce Road. (Memorandum and Resolution No.1770 enclosed)

14. Other Business.

15. Adjournment.

BOARD OF COMMISSIONERS MEETING MINUTES

November 4, 2024

The regular meeting and public hearings 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 7:30 PM on Monday, November 4, 2024, at the Township of Upper St. Clair Municipal Building, Board of Commissioners' Meeting Room, Upper St. Clair, PA. The Pledge of Allegiance was recited by all present.

PRESENT:	Commissioner Paoly	President
	Commissioner Burlingame	
	Commissioner Enck	
	Commissioner Graves	
	Commissioner Pardini	
	Commissioner Thomas	
	Mark Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	Adam A. Benigni	Director of Community Development
	Irving S. Firman	Township Attorney
	Michael J. Galet, P.E.	Township Engineer
	Missy Fenster	Network Deposition Services
	Prudence Cooper	Recording Secretary
EXCUSED:	Commissioner Plutko	Vice President
	Matthew R. Serakowski	Township Manager

PUBLIC: 18 people attended.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF OCTOBER 7, 2024

Commissioner Burlingame moved to approve the Regular Meeting Minutes of October 7, 2024. This was seconded by Commissioner Thomas and carried with a 6-0 voice vote.

PUBLIC COMMENTS

None.

OLD BUSINESS

CONTINUED PUBLIC HEARING RE. PLC24-0001 – ST. CLAIR COUNTRY CLUB TERRACE COURSE – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Commissioner Paoly introduced the Continued Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval.

Commissioner Thomas recused himself since he is a member of St. Clair Country Club which is the applicant in this matter. Commissioner Thomas's Recusal statement is attached to these minutes.

Mr. Benigni reviewed the recommended continued public hearing procedures and recommended that the hearing be continued to Monday, December 2, 2024 for the purpose of taking Staff testimony.

Those wishing to testify who were not previously sworn at the initial public hearing were sworn in by Commissioner Paoly.

Mr. Benigni then entered Township Exhibit #13 and Applicant Exhibits #11 through #14 into the record.

Mr. Scott Rowland, President of St. Clair Country Club, provided professional backgrounds of each member of their team, which includes Dr. Michael Hurdzan, Principal, Hurdzan Golf, Mr. Jason Sloan, Principal Designer, Strategic Golf, and Ms. Kimberly Gales, Professional Engineer with J.R. Gales & Associates.

Mr. Rowland continued with his Power Point presentation explaining that in 2022, the Country Club's Long Range Plan identified the Terrace Nine Course as an area to be improved which was supported by its membership. Also included in the Plan was to keep the driving range in its current location, but to install a Trackman Range to monitor golf ball flights and to restrict the type of balls used to limited play balls that go no further than 200 yards. Since that time no golf balls that have been hit on the driving range have left the property.

Mr. Rowland explained that there is a need for the members to hit full flight balls along with the interest of the Club's neighbors to move the driving range away from Old Washington Road, which prompted this project.

The Terrace Nine Course has not been redesigned or addressed since the 1970s. The Club reached out to Dr. Hurdzan, due to his experience with golf course design and safety, when it was determined that the driving range would need to be relocated. He also developed conceptual designs for the Terrace Nine Course, so he was appointed as the golf course architect for this project.

Mr. Rowland continued with the history of the Terrace Nine Course emphasizing that the location of the Terrace Nine green next to Old Washington Road has not changed since 1916. The current location of the driving range is to the right of the Terrace Nine Course.

Dr. Hurdzan provided an overview of the redesign of Terrace Nine Course, which is used primarily by golf novices and families, so it will have multiple tees to accommodate all skill levels. The safest way to use the land, specifically along Washington Road was incorporated in the overall redesign of the course. The driving range will be moved to the west side of the property in a northly direction at the current location of the first golf hole of the Terrace Nine Course. The location of each hole was reviewed beginning with the first hole and ending with the ninth hole both of which will be located near the club house. The 7th hole will be located along Old Washington Road in the location of the driving range.

Dr. Hurdzan's presentation emphasized the design of the 7th hole. Based on research data from the United States Golf Association (USGA), the Royal and Ancient Golf Club (R & A), and Arccos software, golf balls land between a 10-to-15-degree angle on either side of the aiming point or landing area an average of 90 to 92% of the time. These metrics were used in the planning design of the Terrace Nine Course. In addition, over one million golf balls were hit on the driving range in one year; it is estimated that only 7,000 golf balls will be hit on the new 7th hole, thereby further reducing the risk of golf balls leaving the property.

The existing mounds and tree plantings will stay to the side of the new 7th hole and knee-high tall fescue grass will be planted. The tees will be closer to the property line so that balls are hit away from Old Washington Road. Golf shots from each of the tees were reviewed, and using the aforementioned metrics, balls will land from 27 to 46 feet from Old Washington Road depending on skill level. This is well within the standard guidelines of golf course design pertaining to holes next to roadways. In addition, high bunkers will be installed, and the landing point will be up to 20 feet higher than the hitting point, further deterring golf balls from going onto Old Washington Road. The safety margin has been increased to Old Washington Road from the landing area of the driving shot and the green itself.

The new driving range will be located at the old Terrace Nine #1 hole which will have a 139-foot wooded buffer between the 15-degree angle of the aiming point and the property line. This will eliminate balls from leaving the property.

A video was then shown illustrating how the new 7th hole will look based on the plans. Deep, protective and discouraging bunkers, high fescue grass, steep topography, the existing 15-foot-high net, and many trees were depicted, all designed to keep the golf ball in play. Screen shots from the 3D renderings were reviewed depicting many angles of the distance and steep topography between the back of the houses on Old Washington Road and the 7th hole.

Applicant's Exhibit #15 (applicant's Power Point presentation), Exhibit #16 (applicant's video), and Exhibit #17 (applicant's still photos/screenshots) were then entered into the record.

Ms. Gales continued the presentation by explaining that there are two different drainage areas; one goes down toward Old Washington Road and back behind a building and the other goes towards Lake 18. A lake will be added to the 6th hole. The post-development area on the 1st hole will be detained in Lake 18 and the post development detained area will be detained in the new lake. The pre-development flows were considered before 1916 when the land was all meadows, so this is a very conservative design. The flows are small so the discharge is less than if the golf course today was considered. All the flows in the post-development are 75 to 20% of the pre-development flows that will leave the property.

Ms. Gales further stated that the review letter from Gateway Engineers was received and there are three comments to resolve.

Commissioner Burlingame expressed his concerns about regular golf balls leaving the Terrace Nine Golf Course. The consequence of golf balls leaving the property is the closing of the Course after the investment to have it built. The Board is seeking confirmation that golf balls will not leave the Course.

Commissioner Graves confirmed with Mr. Rowland that mostly novice golfers or golfers with a high handicap will be using the Terrace Nine Course although it is open to golfers of all abilities. Commissioner Graves expressed an interest in seeing a diagram showing yardage, age and skill level of Course users. His concern is that novice golfers and left-handed golfers may not be lined up correctly which would dramatically shift the 15-degree angle of their golf shot. In addition, the tree to the left of the tee box was not included in tonight's presentation but was included in the presentation at last month's Regular Board meeting. Lastly, he requested the length of the fescue that will be planted because he is concerned that members will complain about it and the grass will be cut down making it easier for golf balls to leave the property.

Mr. Rowland confirmed that the groundskeeper determines the length of the fescue. The Country Club does have a fescue program and there is a large amount of fescue on the championship course so the membership is familiar with this type of grass. There is also a plan for at least one tree to be planted near the tee box.

Commissioner Pardini inquired if the Country Club has any knowledge of any injuries sustained by stray golf balls or if they have been sued for this reason in the 100+ year history of the Club. In response, Mr. Rowland had no knowledge of any injuries but stated that he will research this and respond to the Board. Commissioner Pardini stated that if there have been no injuries, then the golf ball dispersion should not be an issue.

Mr. Rowland confirmed for Commissioner Paoly that driving the golf ball on the 7th hole past the bunkers is not feasible since it is approximately 315 yards to the bunkers and the average golfer hits the ball only 216 yards. In addition, there will be high rough and fescue grass past the bunkers. The green that has been there since 1916 will be moved even further away from the property line.

Mr. Rowland further confirmed for Commissioner Paoly that there is approximately 300 feet of thick woods down to the stream which would stop any golf balls that are hit there. Mr. Rowland agreed that the fescue grass, fence and trees will remain for safety reasons.

Mr. Joel Mazur, Tiffany Lane, stated that he is a member of St. Clair Country Club and is a frequent user of its driving range which is top rate, safe, and usable. The Club has invested in a Trackman which confirmed that no golf balls have left the property and have caused no injuries or property damage to its neighbors. He and Club members are not in favor of the proposed plan and he asked what the process was to add another level of safety to the current driving range by adding a higher net and a back up secondary net.

Mr. Firman responded that the Board of Commissioners only reviews what is presented to them. For the purposes of this hearing, they only look at what is presented by the Country Club, and they may add certain conditions. A request for a fence height variance would need to go before the Zoning Hearing Board, which is completely independent from the Board of Commissioners.

Commissioner Paoly asked if there were any additional questions or comments from the Board or the public and there were none.

Mr. Benigni added that the hearing be continued to Monday, December 2, 2024 for the purpose of taking Staff testimony.

MOTION AND VOTE TO CONTINUE PUBLIC HEARING RE. PLC24-0001 – ST. CLAIR COUNTRY CLUB TERRACE COURSE – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Commissioner Burlingame moved to continue Public Hearing Re. PLC24-0001 – St. Clair Country Club Terrace Course – Unified Conditional Use Preliminary and Final Land Development Approval to the Board of Commissioners' Regular meeting on December 2, 2024. This was seconded by Commissioner Graves and carried with a 5-0 voice vote. Commissioner Thomas recused himself from voting.

RECOMMENDATION RE. PLC19-0001 – ARDOLINO DEVELOPMENT PLAN – AMENDED FINAL APPROVAL – EXTENSION REQUEST

Mr. Benigni stated that Mr. Rodney Ardolino, Marigold Management, LLC, has submitted a request for a five-year extension for the Ardolino Development Plan which was granted by the Board of Commissioners on November 4, 2019, by Ordinance 2209.

Staff recommends that the Board of Commissioners act on this request by considering Bill 5-24.

Mr. Rodney Ardolino, 3285 Maple Lane, was present for questions from the Board or the public. In response to Commissioner Burlingame's inquiry, Mr. Ardolino stated that Ardolino's Pizzeria will remain where it is and that he plans to build a structure for another type of business.

Mr. Ardolino confirmed for Mr. Firman that there will be no change to the original plan, just an extension to build.

Commissioner Paoly asked if there were any additional questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO ADOPT BILL NO. 5-24

Commissioner Thomas moved to adopt Bill No. 5-24 Re. PLC19-0001 – Ardolino Development Plan – Amended Final Approval – Extension Request. This was seconded by Commissioner Pardini and carried with a 6-0 roll call vote.

NEW BUSINESS

RECOMMENDATION RE. APPROVAL OF CONTRACTS

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

C. Crump, Inc. Hubbard, OH	Hays Road Stream Restoration	$ 94,350.00
Melzers Fuel Service Coraopolis, PA	87 and 89 Octane Gasoline, Diesel Fuel and Winterized Diesel Fuel Additive	OPIS Daily Pittsburgh Average Index Plus Fixed Margin of $.0400 on each gallon of 87 and 89 Octane Gasoline and Diesel Fuel and $.0250 on Winterized Diesel Fuel additive on each gallon of Diesel Fuel.
Maher Duessel CPAs Pittsburgh, PA	Audit Services for the Township, Tri-Community South EMS, and the Municipal Authority	Fiscal Year 2024: $47,800.00 Fiscal Year 2025: $50,150.00 Fiscal Year 2026: $52,700.00
Penn Care, Inc. Niles, OH	Three (3) Ford F-450 4x4 Ambulances which include graphics and additional equipment @ $252,596.00/each	$757,788.00

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

Commissioner Paoly asked if there were any questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO APPROVE THE ABOVE-MENTIONED CONTRACTS

Commissioner Burlingame moved to approve the above-mentioned contracts. This was seconded by Commissioner Enck and carried with a 6-0 voice vote.

RECOMMENDATION RE. PUBLIC HEARING FOR 2025 PROPOSED BUDGET

Mr. Romito stated that this is the Public Hearing for the 2025 Proposed Budget and reviewed the recommended Public Hearing procedures. The adoption of the 2025 Budget will be considered at the Board of Commissioners' Meeting on December 2, 2024.

Those wishing to testify were sworn in by Commissioner Paoly.

Mr. Romito shared a Power Point presentation which began with a review of the budget process that begins with Staff meetings in May that continue throughout the year. This is followed by several public and internal meetings, this public hearing and then adoption of the budget at the December Regular Board meeting. There was much support from Department Directors and their Staff in developing the budget.

The budget being presented has no tax increase for the 16th consecutive year. The budget accomplishes the Board's strategic initiatives from the planning priorities process. The largest expense is the Sanitary Sewer Source Reduction Project which has been anticipated for many years.

The proposed budget includes a $27.6 million general fund budget which is the primary operating budget for the Township and this is where most of the tax revenue goes. All other funds are balanced at $36.2 million. There are six other funds, three of which are considered major funds: Sanitary Sewer Fund, Community & Recreation Center Fund, and the Capital Projects Fund. The total budget is $63.8 million.

The overall profile of revenues to the General Fund has been consistent. The two primary sources of revenue have been Real Estate Tax and Earned Income Tax, amounting to almost 80% of General Fund Revenue. Roughly 9% of remaining revenue comes from other taxes which include realty transfer tax, local services tax and the Township's share of the Allegheny County Regional Asset District (RAD) sales tax. The remaining 12% of revenue comes from other pieces of revenue. General Fund revenues are budgeted to increase by 3.5% from 2024.

The operating expenditure profile has not changed much from past years. Public Safety and Public Works make up approximately three-fourths of the general fund budget with the remaining departments making up the rest. Operating expenditures are budgeted to increase 3.4% from 2024. Last year, the largest single increase was from the refuse collection contract, and it is again for 2025, but not at the level of last year. It is a five-year contract, so this was not unexpected. If the increase from the refuse collection contract of approximately $190,000 is excluded, the budget increase from last year would be 2.7%. In this economic environment, this is a very good result and a credit to the Department Directors who have submitted reasonable requests for the 2025 budget without negatively impacting the level of services.

The Sanitary Sewer Fund is its own fund and operates using revenues from sewer fees. ALCOSAN is raising its rates by 7% again next year and in 2026 which was expected. The Township crafts its sewage rate by a multiplier to cover ALCOSAN costs, but to also have funds left over for Township infrastructure work. The 2025 budget propose to pass along the ALCOSAN increase onto the sewer bill but keep the Township's portion level. On the expense side, wastewater treatment is budgeted at $6.1 million, which is the amount the Township pays ALCOSAN to treat wastewater. This is usually the largest expense in this fund, but that is not the case in 2025.

The Township will be conducting major source reduction work in 2025 which usually costs about $1.5 million each year, but $6.4 million is proposed in the Sanitary Sewer Fund budget for source reduction work in 2025. This work has been identified by Gateway Engineers to meet the Township's obligations of the Consent Order but this work is not unique to Upper St. Clair. All 60+ municipalities in the ALCOSAN region are under the same Consent Order to do a lot of work in 2025. The bid opening for this project is happening very soon so that we can get ahead of the other municipalities doing this same work. This will cause a temporary expense increase to the Sanitary Sewer Fund, but after 2025 the expense will decrease for the next couple of years; however, the expected costs beyond 2025 are unknown at this time. It is anticipated that there will be another Consent Order, but again, the mandates and requirements are unknown.

The Community & Recreation Center (C&RC) Fund is steady, but there continues to be pressure in some areas, particularly with part-time wages. A 4.5% increase is expected in this fund for next year. On the revenue side, membership levels have hit new highs and there is strong performance with programs, therefore a strong revenue performance in this fund is expected which will help support the operating expenses. On the Capital non-recurring side, routine replacement of fitness, aquatics and IT equipment is anticipated. There is also funding for the implementation stage of the Ballard*King facility assessment. The newly formed committee will begin meeting later this month and there is funding to help support their efforts.

When the budget is developed it is done with strategic goals in mind. The Board's planning priorities were incorporated in the 2025 budget proposal which include: holding the line on taxes; the operation and maintenance of the Morton Complex; the Fire Department Strategic Plan; Police

Department initiatives relating to training, accreditation, and technology enhancements; and, the completion of the Comprehensive Plan. The proposed budget was placed in the Finance section on the Township's website in October.

Mr. Romito opened the presentation up for questions from the Board or public and there were none. The Board collectively thanked Mr. Romito and Staff for their efforts in developing the budget.

MOTION AND VOTE TO CLOSE THE PUBLIC HEARING RE. 2025 PROPOSED BUDGET

Commissioner Burlingame moved to close the Public Hearing Re. 2025 Proposed Budget. This was seconded by Commissioner Enck and carried with a 6-0 voice vote.

OTHER BUSINESS

None.

ADJOURNMENT

Following a motion for adjournment by Commissioner Pardini and a second by Commissioner Burlingame which carried with a 6-0 voice vote, the meeting was adjourned at approximately 8:58 PM.

Prudence Cooper
Recording Secretary
November 4, 2024

RECUSAL

I, Richard I. Thomas, member of the Board of Commissioners of the Township of Upper St. Clair, Pennsylvania, hereby recuse myself from consideration of the following matter scheduled for public hearing before the Upper St. Clair Board of Commissioners at its regular meeting of Monday, November 4, 2024: PLC24-0001 - St. Clair Country Club - Conditional Use Preliminary and Final Land Development Approval. I am recusing myself due to the fact that I am a member of St. Clair Country Club which is the applicant in this matter.

10/4/24
Date

Richard I. Thomas, Member
Board of Commissioners, Township
of Upper St. Clair, Pennsylvania

MEMORANDUM

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

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

Date: **November 27, 2024**

Subject: **CONTINUED PUBLIC HEARING RE. PLC24-0001 – ST. CLAIR COUNTRY CLUB TERRACE COURSE – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL**

GENERAL INFORMATION

Applicant:	St. Clair Country Club
Landowner:	St. Clair Country Club
Action Requested:	Unified Conditional Use / Preliminary and Final Land Development Approval
Purpose:	To redevelop the Terrace Course
Zoning:	R-LI, Low Intensity Residential District
Location:	2300 Old Washington Road
Lot/Block No.:	478-G-110
Size:	238.8 acres
Existing Land Use:	Country Club and Golf Course
Surrounding Land Use & Zoning:	North: R1, Single Family Residential District West: R1, Single Family Residential District East: R1, Single Family Residential District South: R1, Single Family Residential District
Procedural History:	07/03/24: Application filed 07/18/24: Application tabled 09/15/24: Planning Commission Review 10/07/24: Public Hearing opened 11/04/24: Continued Public Hearing 12/02/24: Continued Public Hearing

TOWNSHIP EXHIBIT NO. 14

Township of USC FOUNDED 1788 *Upper St. Clair*

Public Hearing

This hearing was continued by the Board of Commissioners from November 4, 2024, to December 2, 2024, for the purpose of taking staff testimony.

Public Notice

The hearing has been duly advertised and notice properly given in accordance with the Municipalities Planning Code and the Code of the Township. (Twp. Ex. Nos. 4-6)

Recommended Public Hearing Procedure

1. Swearing in of additional testifiers, if any;
2. Presentation of additional exhibits by the Director of Planning and Community Development;
3. Staff testimony by the Director of Planning and Community Development;
4. Questions by the Board of Commissioners;
5. Additional testimony from the applicant or the public;
6. Provided no further testimony is needed, the hearing may be closed and action taken.

Exhibits

The following Exhibits will be entered into the record at the continued public hearing on December 2, 2024:

Township

14. Memo dated November 27, 2024 to Matthew R. Serakowski from Adam A. Benigni (this memo)

Applicant

18. Safety Map for Proposed Hole 7 plans prepared by Hurdzan Golf and Strategic Gold on four (4) pages dated November 22, 2024, date stamp received November 25, 2024.

Planning Commission Recommendation

The Planning Commission reviewed this application on September 15, 2024 at which time they recommended approval subject to certain conditions.

Comment

The subject property consists of a country club and golf course built in September of 1930. The existing building was constructed prior to the Township's adoption of a zoning code in 1947. Over the past few decades, the St. Clair Country Club has remodeled the club pool (1972), added the golf shop facility (1999), expanded the existing clubhouse (2001) and renovated the golf course (mid-2000s). The applicant is now proposing a redevelopment of the Terrace Nine course and relocation of the driving range.

Staff Recommendation

Provided no additional testimony is needed, staff recommends that the public hearing be closed and that the Board of Commissioners grant approval subject to the conditions outlined in Bill No. 6-24 (Attachment 1). This may be accomplished by roll call vote.

Attachment

1. Bill No. 6-24

BILL NUMBER 6-24

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, GRANTING UNIFIED CONDITIONAL USE/PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL TO ST. CLAIR COUNTRY CLUB LOCATED AT 2300 OLD WASHINGTON ROAD, LOT/BLOCK 478-G-110, SUBJECT TO CERTAIN CONDITIONS.

WHEREAS, on July 3, 2024, St. Clair Country Club filed an application for Unified Conditional Use/Preliminary and Final Land Development Approval to redesign the Terrace Course and driving range; and

WHEREAS, Private Clubs are permitted by Conditional Use Approval within the R-LI, Low Intensity Residential District; and

WHEREAS, on September 15, 2024, the Planning Commission reviewed the application and recommended that the Board of Commissioners grant approval subject to certain conditions; and

WHEREAS, the Board of Commissioners held a duly advertised public hearing, which was opened on October 7, 2024, and subsequently continued to November 4, 2024 and December 2, 2024; and

WHEREAS, the Board of Commissioners has determined that this application complies with the Township's Zoning and Subdivision and Land Development Ordinance and the applicable Conditional Use requirements except where specifically modified herein.

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:

SECTION 1. THAT St. Clair Country Club is hereby granted Unified Conditional Use/Preliminary and Final Land Development Approval subject to Sections 2 through 4 of this Ordinance. The proper officers of the Township are hereby authorized to execute the final plan for recording purposes. The plans approved are identified further as follows:

1.1. Engineering Plans prepared by J. R. Gales & Associates dated July 3, 2024, revised September 25, 2024, date stamp received September 30, 2024.

1.2. Design Concept, prepared by Hurdzan Golf and Strategic Golf, dated June 5, 2024, date stamp received July 8, 2024

1.3. Geotechnical Report prepared by Pennsylvania Soil & Rock, Inc dated September 24, 2024, date stamp received September 24, 2024.

1.4. Postconstruction Stormwater Management Plan prepared by J. R. Gales & Associates dated August 2024, revised September 20, 2024, date stamp received September 21, 2024.

SECTION 2. The operation of the driving range and golf course shall not result in external hazards, including, but not limited to, the presence of golf balls, debris, or other hazards on public roads or adjacent private properties.

SECTION 3. The Township reserves the right to monitor the area for compliance with this ordinance. In the event of any complaints or documented incidents of golf balls leaving the premises, the applicant shall implement additional safety measures as directed by the Township.

SECTION 4. St. Clair Country Club upon request of the Township shall conduct an annual review of the golf course and driving range to ensure compliance with this Ordinance and require corrective actions if necessary.

SECTION 5. The applicant shall indemnify the Township and hold it harmless from any claims, damages, or liabilities resulting from golf balls or other hazards exiting the property. Additionally, the applicant shall maintain adequate liability insurance coverage to address any potential incidents.

SECTION 6. All stormwater management measures must be implemented and maintained in strict accordance with the approved stormwater management plan as prepared by J.R. Gales & Associates.

SECTION 7. THAT Conditional Use Approval shall expire without written notice to the applicant if no application for zoning approval, for occupancy and use, grading permit or building permit has been submitted within twelve (12) months of the granting of approval unless the Board of Commissioners extends the Conditional Use Approval upon written request of the applicant received prior to its expiration. The maximum extension permitted is one (1) twelve (12) month extension.

SECTION 8. THAT approval is subject to payment of all fees for professional services.

SECTION 9. ALL ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED THIS 2ND DAY OF DECEMBER, 2024.

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: November 27, 2024

Subject: **RECOMMENDATION RE. ADOPTION OF THE 2025 PROPOSED BUDGET**

In accordance with Section 906 of the Township Charter, Staff has prepared Bill No. 7-24 for the Board's consideration in the adoption of the 2025 Budget. Bill No. 7-24 holds the Real Estate Tax rate at 3.83 mills, the Earned Income Tax rate at 0.80%, the Local Services Tax at $52 per year, and sets the Sanitary Sewer Multiplier at 1.64.

It is recommended that the Board of Commissioners adopt Bill No. 7-24 at the Regular Meeting on Monday, December 2, 2024. This may be accomplished by a simple motion and roll call vote.

BILL NUMBER 7-24

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 APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE TOWNSHIP GOVERNMENT, HEREINAFTER SET FORTH, DURING THE YEAR 2025

WHEREAS, The Township Manager's Proposed 2025 Budget was submitted to the Board of Commissioners before November 1, 2024, as required by Section 902 of the Township Charter; and,

WHEREAS, The Township Manager's Proposed 2025 Budget was available for public inspection beginning October 22, 2024, as required by Section 905 of the Township Charter; and,

WHEREAS, A properly advertised public hearing on the Budget was conducted by the Board of Commissioners on November 4, 2024, as required by Section 906 of the Township Charter.

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:

SECTION 1. For the expenses of the Township for the year 2025, the following amounts are hereby appropriated from the revenues available for specific purposes set forth therein:

I. **GENERAL FUND**

Estimated Revenue

Tax Revenue	$ 24,042,750
Non-Tax Revenue	3,534,035
TOTAL	$ 27,576,785

Appropriations

Operating and Maintenance	$ 20,349,461
Debt Service	2,848,157
Transfers to Other Funds	4,379,167
TOTAL	$ 27,576,785

II. **SINKING FUNDS**

Estimated Revenue

Transfers from General, Sewer, C&RC Funds...	$ 5,069,696
TOTAL.....	$ 5,069,696

Appropriations

Debt Service.....	$ 5,069,696
TOTAL.....	$ 5,069,696

III. **STATE LIQUID FUELS TAX FUND**

Estimated Revenue

State Grant.....	$ 638,255
Interest	8,000
Fund Balance	3,745
TOTAL.....	$ 650,000

Appropriations

Annual Street Program.....	$ 650,000
TOTAL.....	$ 650,000

IV. **CAPITAL PROJECTS FUND**

Estimated Revenue

Transfers from General Fund	$ 1,605,404
Interest	175,000
Grants	2,775,000
Other	204,500
Fund Balance	7,164,496
TOTAL.....	$ 11,924,400

Appropriations

Public Safety Projects	$ 1,985,400
Public Works Projects	1,219,500
Annual Street Repaving Program	1,450,000
Parks & Recreation Projects	3,720,000
General Projects	2,841,500
Community Development Projects.....	528,000
Library Projects	180,000
TOTAL.....	$ 11,924,400

V. **SANITARY SEWER FUND**

Estimated Revenue

User Fees	$ 8,581,000
Other	165,000
Fund Balance	5,426,905
TOTAL	$14,172,905

Appropriations

ALCOSAN Payments	$ 6,145,000
Corrective Action / Source Reduction	6,375,000
Commodities & Other	1,333,103
Debt Service Payments	319,802
TOTAL	$14,172,905

VI. **STORM SEWER IMPROVEMENT FUND**

Estimated Revenue

Transfer from Capital Projects Fund	$ 500,000
Fund Balance	100,000
TOTAL	$ 600,000

Appropriations

Storm Sewer Projects	$ 600,000
TOTAL	$ 600,000

VII. **FIELD IMPROVEMENT FUND**

Estimated Revenue

Transfer from Capital Projects Fund	$ 30,000
Non-Tax Revenue	29,500
TOTAL	$ 59,500

Appropriations

Field Improvement Projects	$ 30,000
Fund Balance	29,500
TOTAL	$ 59,500

VIII. **LIBRARY RAD FUND**

Estimated Revenue

Regional Asset District Revenue	$ 175,750
TOTAL	$ 175,750

Appropriations

Operating	$ 175,750
TOTAL	$ 175,750

IX. **TOWNSHIP/SCHOOL DISTRICT MAGAZINE FUND**

Estimated Revenue

Advertising Fees	$ 138,000
TOTAL	$ 138,000

Appropriations

Operating	$ 138,000
TOTAL	$ 138,000

X. **BOYCE MAYVIEW PARK RAD FUND**

Estimated Revenue

RAD Grants	$ 825,000
Transfer from the General Fund	900,000
TOTAL	$ 1,725,000

Appropriations

Operating Expenses	$ 972,764
Capital Costs	687,500
Fund Balance	64,736
TOTAL	$ 1,725,000

XI. **BOYCE MAYVIEW PARK C&RC FUND**

Estimated Revenue

Membership & Program Revenue	$ 4,412,000
Transfer from the General Fund	1,873,763
Interest Revenue	200,000
TOTAL	$ 6,485,763

Appropriations

Operating Expenses	$ 5,090,521
Debt Service	548,359
Fund Balance	846,883
TOTAL	$ 6,485,763

XII. **TRI-COMMUNITY SOUTH EMS FUND**

Estimated Revenue

EMS Revenue	$ 3,854,020
TOTAL	$ 3,854,020

Appropriations

Personal Services	$ 3,132,175
Contractual Services	564,000
Commodities	157,250
Fund Balance	595
TOTAL	$ 3,854,020

XIII. **TRI-COMMUNITY SOUTH EMS CAPITAL RESERVE FUND**

Estimated Revenue

Interest	$ 35,000
Grants, Donations, & Other	90,000
Fund Balance	822,000
TOTAL	$ 947,000

Appropriations

Vehicles	$ 760,000
Other Capital Items	187,000
TOTAL	$ 947,000

SECTION 2. The Township Manager is directed to revise his Proposed 2025 Budget document as needed to be consistent with the appropriations made herein. The revised document, containing estimates of the specific items making up the amount appropriated to the respective categories and containing a levy of the Property Tax of 3.83 mills, an Earned Income Tax rate of .80%, a Sanitary Sewer User Fee Multiplier of 1.64, and a Local Services Tax levy of $52 per year, shall be called the 2025 Budget of the Township of Upper St. Clair and is incorporated herein by reference.

SECTION 3. ALL ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED THIS 2nd DAY OF DECEMBER 2024.

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: November 27, 2024

Subject: **RECOMMENDATION RE. APPROVAL OF CONTRACTS**

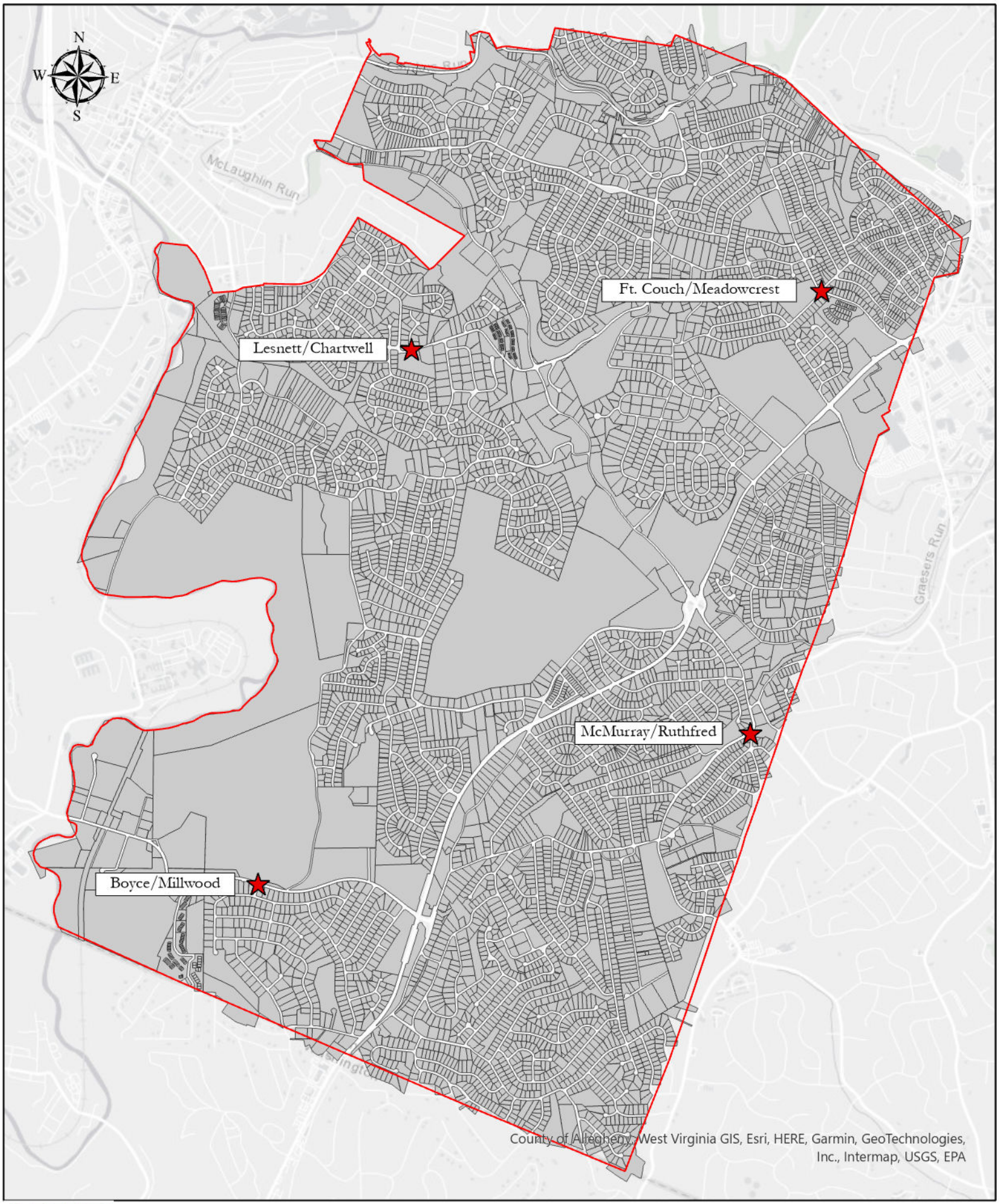
Staff recommends the following contracts for the Board's approval in accordance with Township Code:

A. Merante Contracting Pittsburgh, PA	2025 Consent Order Repairs Project	$3,489,970.00
Gulisek Construction Mt. Pleasant, PA	Pedestrian Improvements/Signalization	$ 274,297.00
Escajeda Masonry & Concrete Pittsburgh, PA	Meadowcrest Sidewalk Project	$ 142,328.50
Merit Electrical Group Oakmont, PA	Municipal Building Site Lighting & Signage	$ 474,000.00

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

/pec
i:\memos\12-24 contracts.doc

Township of
FOUNDED 1788
USC
Upper St. Clair



USC

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

Pedestrian Improvements Project

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 27, 2024

Subject: **RECOMMENDATION RE. APPROVING THE DESIGNATION OF MATCHING FUNDS THROUGH THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM FOR THE UPPER ST. CLAIR TOWNSHIP LIBRARY – NEXT GENERATION LIBRARY IMPROVEMENT PROJECT**

Attached is Resolution No. 1768 which authorizes the approval of the designation of matching funds through the Redevelopment Assistance Capital Program (RACP) for the Upper St. Clair Township Library – Next Generation Library Improvement Project.

Staff is recommending the approval of Resolution No. 1768 which may be accomplished by a simple motion and roll call vote.

Attachment

/ayw

i:\memos\recommendation re. racp designation of matching funds nov 2024.docx

Township of USC Upper St. Clair

FOUNDED 1788

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1768

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE DESIGNATION OF MATCHING FUNDS FOR COSTS ASSOCIATED WITH THE UPPER ST. CLAIR TOWNSHIP LIBRARY – NEXT GENERATION LIBRARY IMPROVEMENT PROJECT / ME 300-2291

WHEREAS, the Pennsylvania Office of the Budget notified the Township of Upper St. Clair that the Governor of the Commonwealth of Pennsylvania has authorized the release of Two Hundred Fifty Thousand Dollars ($250,000) in RACP funds (the "Grant") for the Upper St. Clair Township Library – Next Generation Library Improvement Project / ME 300-2291 located in the Township of Upper St. Clair, Allegheny County, Pennsylvania, and;

WHEREAS, the Township of Upper St. Clair certifies the total RACP scope of the Project is $7,680,835; and is based on four (4) awarded construction contracts, and;

WHEREAS, prior to awarding the Grant; the Office of the Budget requires proof of matching funds through a resolution of the Township of Upper St. Clair Board of Commissioners, and;

WHEREAS, the Township of Upper St. Clair Board of Commissioners committed matching funds in the amount of $7,430,835, and; interim financing in the amount of $250,000, and;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Township of Upper St. Clair does hereby formally authorize the matching funds in the amount of $7,430,835 disbursed from the Township's main depository "2021 Bond Proceeds" account.

Adopted this 2nd day of December 2024.

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: November 27, 2024

Subject: **RECOMMENDATION RE. RESTATEMENT OF CHAPTER 25.10 – INVESTMENT POLICY**

One of the Board of Commissioners' Planning Priorities for 2024-2025 is to update the Township's investment policy. Staff, in consultation with the Township Attorney and the Budget & Finance Committee, has developed a two-step process to achieve this goal. The first step is to simplify Chapter 25.10 of the Township Code to allow for the development of investment policies outside of the Code. The second step is to adopt an investment policy for non-retirement funds.

Bill No. 8-24 has been prepared to accomplish the first step. Staff recommends that the Board of Commissioners adopt Bill No. 8-24 at its Regular Meeting on December 2, 2024. This may be accomplished by a simple motion and roll call vote.

Attachment: Bill No. 8-24

BILL NUMBER 8-24

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 25 OF THE TOWNSHIP CODE ENTITLED "FISCAL AFFAIRS" SECTION 10 ENTITLED "INVESTMENT POLICY".

WHEREAS, Chapter 25 Section 10 of the Township Code details the current policy for the investment of Township funds; and,

WHEREAS, The Township desires to modernize the investment policy and amend the Code to allow separate investment policies for retirement and non-retirement assets.

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:

SECTION 1. The text of Section 25.10 is hereby deleted in its entirety as follows:

~~25.10.1. The TOWNSHIP MANAGER is authorized to invest TOWNSHIP funds in any of the following:~~

~~25.10.1.1. United States Treasury bills.~~

~~25.10.1.2. Short-term obligations of the United States Government or its agencies or instrumentalities.~~

~~25.10.1.3. Deposits in savings accounts or time deposits, other than certificates of deposit, or share accounts of institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured, and, for any amounts above the insured maximum, provided that approval collateral as provided by LAW therefore shall be pledged by the depository.~~

~~25.10.1.4. Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the COMMONWEALTH or any of its agencies or instrumentalities backed by the full faith and credit of the COMMONWEALTH, or of any political subdivision of the COMMONWEALTH or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.~~

~~25.10.1.5. Shares of an investment company registered under the Investment Company Act of 1940, whose shares are registered under the Securities Act of 1933, provided that the only investments of that company are in the authorized investments for TOWNSHIP funds listed in Sections 25.10.1.1 through 25.10.1.4.~~

~~25.10.1.6. Certificates of deposit purchased from institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund or the Pennsylvania Deposit Insurance Corporation or the Pennsylvania Savings Association Insurance Corporation to the extent that such accounts are so insured. However, for any amounts above the insured maximum, such certificates of deposit shall be collateralized by a pledge or assignment of assets of the institution, and such collateral may include loans (including interest in pools of loans) secured by first mortgage liens on real property. Certificates of deposit purchased from commercial banks shall be limited to an amount equal to twenty percent of a bank's total capital and surplus. Certificates of deposit purchased from savings and loan associations or savings banks shall be limited to an amount equal to twenty percent of an institution's assets minus liabilities.~~

~~25.10.1.7. Any investment authorized by 20 Pa. C.S. Ch. 73 (relating to fiduciaries investment) shall be an authorized investment for any pension or retirement fund.~~

~~25.10.2. In addition to the investments permitted in Section 25.10.1, the TOWNSHIP MANAGER, with the approval of the BOARD OF COMMISSIONERS, shall have the power to invest TOWNSHIP funds consistent with the sound business practice of a prudent PERSON in any investment selected by the TOWNSHIP MANAGER and approved by the BOARD OF COMMISSIONERS.~~

~~25.10.3. The TOWNSHIP MANAGER shall have the authority:~~

~~25.10.3.1. To permit assets pledged as collateral under Subsection 25.10.1.3. above, to be pooled in accordance with the act of August 6, 1971 (P.L. 281, No. 72), relating to pledges of assets to secure deposits of public funds.~~

~~25.10.3.2. To combine moneys from more than one fund under TOWNSHIP control for the purchase of a single investment, provided that each of the funds combined for the purpose shall be accounted for separately in all respects and that the earnings from the investment are separately and individually computed and recorded, and credited to the accounts from which the investment was purchased.~~

~~25.10.3.3. To join with one or more other political subdivision and municipal authorities in accordance with the act of July 12, 1972 (P.L. 762, No. 180) entitled "An act relating to intergovernmental cooperation," in the purchase of a single investment, provided that the requirements of subclause (ii) on separate accounting of individual funds are separate computation, recording and crediting of the earning therefrom are adhered to.~~

~~25.10.4. The officers of the TOWNSHIP are authorized to execute any documents necessary to carry out the investment policy of the TOWNSHIP.~~

~~25.10.5. The TOWNSHIP Manager is authorized to select management companies, mutual funds, or insurance plans for employees to invest employee deferred compensation funds under Section 457 of the Internal Revenue Code or to purchase insurance coverage. No TOWNSHIP funds shall be involved in the selections.~~

SECTION 1. The deleted text of Section 25.10 is hereby replaced with the following:

25.10.1. The TOWNSHIP MANAGER is authorized to invest TOWNSHIP funds in accordance with investment policies developed for Township assets and adopted by the Board of Commissioners.

25.10.1.1. There shall be separate investment policies for retirement assets and non-retirement assets.

25.10.1.2. The investment policies shall comply with the applicable laws of the Commonwealth.

SECTION 2. ALL ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED THIS 2nd DAY OF DECEMBER 2024.

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: November 27, 2024

Subject: **RECOMMENDATION RE. INVESTMENT POLICY FOR NON-RETIREMENT FUNDS**

One of the Board of Commissioners' Planning Priorities for 2024-2025 is to update the Township's investment policy. Staff, in consultation with the Township Attorney and the Budget & Finance Committee, has developed a two-step process to achieve this goal. The first step is to simplify Chapter 25.10 of the Township Code to allow for the development of investment policies outside of the Code. The second step is to adopt an investment policy for non-retirement funds.

Bill No. 9-24 has been prepared to accomplish the second step. Staff recommends that the Board of Commissioners adopt Bill No. 9-24 at its Regular Meeting on December 2, 2024. This may be accomplished by a simple motion and roll call vote.

Attachment: Bill No. 9-24

BILL NUMBER 9-24

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 RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF AN INVESTMENT POLICY FOR NON-RETIREMENT FUNDS.

WHEREAS, Chapter 25 Section 10 of the Township Code authorizes the Township Manager to invest Township funds in accordance with investment policies developed for Township assets and adopted by the Board of Commissioners; and,

WHEREAS, The Township desires to establish an investment policy specifically for non-retirement funds.

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:

SECTION 1. The adopted Investment Policy for Non-Retirement Funds is attached to this Ordinance identified as Exhibit A; and

SECTION 2. THAT this Ordinance is effective immediately; and

SECTION 3. ALL ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED THIS 2nd DAY OF DECEMBER 2024.

TOWNSHIP OF UPPER ST. CLAIR

By:_____
President, Board of Commissioners

ATTEST:

_____
Township Manager/Secretary

EXHIBIT A

TOWNSHIP OF UPPER ST. CLAIR
INVESTMENT POLICY FOR NON-RETIREMENT FUNDS

I. SCOPE

This policy is developed in accordance with Chapter 25.10 of the Township Code and applies to all monies and other financial resources available for deposit and investment by the Township of Upper St. Clair ("The Township") on its own behalf or on behalf of any other entity other than retirement funds. This policy specifically excludes assets of deferred compensation plans, pension plans, or any other retirement plans for which the Township acts as trustee or fiduciary.

II. GOVERNING AUTHORITY

This policy shall comply with the Township of Upper St. Clair Home Rule Charter, Pennsylvania Act 72 of 1971 (pertaining to collateralization of deposits exceeding insurable limits), Act 10 of 2016 (pertaining to permitted investments), and all other applicable federal, state and local requirements.

III. OBJECTIVES

The primary objectives of the Township's investment activities are, in priority order:

- Safety: To adequately safeguard principal.
- Liquidity: To provide sufficient liquidity to meet all operating requirements.
- Yield: To obtain a reasonable rate of return.

To appropriately meet these objectives, the Township will make investment decisions based on categories of cash with which the time horizon is regularly calculated using a liquidity analysis, cash flow forecast, or other methodology identifying past and anticipated future financial requirements.

IV. AUTHORITY

Authority to manage the investment program is granted to the Township Manager who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this policy. The Township Manager may delegate responsibilities related to this function to the Assistant Township Manager, the Director of Finance, or other staff as needed. Such responsibilities include the execution of any documents, transactions, or other functions necessary to manage the investment program. No person may engage in an investment transaction on behalf of the Township except as provided under the terms of this policy and the procedures established. The Township may delegate its investment decision making and execution authority to an investment advisor. The advisor shall follow the Township's policy and such other written instructions as are provided.

V. STANDARDS OF CARE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Township to govern effectively. Investments shall be made with prudence, diligence, skill, judgment and care, under circumstances then prevailing, which knowledgeable and prudent persons acting in like capacity would use, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 27, 2024

Subject: **RECOMMENDATION RE. SNOW REMOVAL AGREEMENT WITH UPPER ST. CLAIR SCHOOL DISTRICT**

Attached is Resolution 1769 authorizing approval of the Agreement between the Township of Upper St. Clair and the Upper St. Clair School District under which the Township performs snow and ice removal services on School District properties for the next three (3) winter seasons through 2026/2027.

The Agreement includes a pricing adjustment to address fluctuations in the cost of rock salt. Based on current rock salt prices, the annual fee would range from $165,000 to $175,000. The School District has already approved the Agreement.

Staff is recommending approval of Resolution No. 1769. This may be accomplished by a simple motion and roll call vote.

Attachment: Resolution No. 1769

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1769

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO CONTINUE TO MAINTAIN A FORMAL AGREEMENT WITH THE UPPER ST. CLAIR SCHOOL DISTRICT IN WHICH THE TOWNSHIP PERFORMS SNOW AND ICE REMOVAL SERVICES ON SCHOOL DISTRICT PROPERTIES WITHIN THE TOWNSHIP.

WHEREAS, the Township and the Upper St. Clair School District have historically maintained a formal Agreement under which the Township performs snow and ice removal services on School District properties within the Township; and

WHEREAS, under the Agreement, the Township provides all equipment, personnel, and supplies necessary to remove snow and ice in exchange for an annual payment from the School District; and

WHEREAS, the Agreements have historically covered three consecutive winter seasons; and

WHEREAS, the most recent three-year agreement ran through the 2023/2024 winter season; and

WHEREAS, both parties desire to continue the Agreement under the same terms through the 2026/2027 winter season, ending on April 30, 2027; and

WHEREAS, the Agreement includes a pricing adjustment to address fluctuations in the cost of rock salt; and

WHEREAS, a true and correct copy of the Agreement is attached hereto as Exhibit "A".

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

THAT, the proper Township officials are hereby authorized to continue to maintain an Agreement with the Upper St. Clair School District in which the Township performs snow and ice removal services on School District properties through the 2026/2027 winter season.

RESOLUTION NO. 1769

ADOPTED THIS 2nd DAY OF DECEMBER 2024

TOWNSHIP OF UPPER ST. CLAIR

By: _____
President, Board of Commissioners

ATTEST:

_____
Township Manager/Secretary

MEMORANDUM

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

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

Date: **November 27, 2024**

Subject: **RECOMMENDATION RE. RESOLUTION AUTHORIZING THE APPROPRIATE TOWNSHIP OFFICIALS TO EXECUTE A UTILITY RELOCATION ABBREVIATED WORK REIMBURSEMENT AGREEMENT FOR MANHOLE ADJUSTMENTS ON BOYCE ROAD**

PennDOT requires the Board of Commissioners to pass a resolution that designates the appropriate Township Officials to execute a Utility Relocation Abbreviated Work Reimbursement Agreement for proposed manhole adjustments on Boyce Road. PennDOT will also be milling and resurfacing Boyce Road, replacing portions of guardrails, making minor drainage improvements and updating signage and pavement markings as part of this project to occur in 2025. The Township will be providing the materials for the manhole adjustments and PennDOT will provide the labor.

Resolution No. 1770 designates the appropriate Township Officials to execute all documents regarding the Agreement between the Township and PennDOT. This Resolution may be adopted by a simple motion and roll call vote.

Attachment

Resolution No. 1770

C:\Users\benigni\Desktop\Boyce Road Maintenance Agreement\Rec Re R and M Agreement Boyce 11.22.24.doc

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1770

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA AUTHORIZING DANIEL R. PAOLY, PRESIDENT OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AS THE DESIGNATED OFFICIAL TO EXECUTE ALL DOCUMENTATION WITH REGARD TO THE UTILITY RELOCATION ABBREVIATED WORK REIMBURSEMENT AGREEMENT FOR SANITARY SEWER MANHOLE IMPROVEMENTS ALONG BOYCE ROAD.

WHEREAS, Daniel R. Paoly serves as the President of the Board of Commissioners of the Township of Upper St. Clair; and

WHEREAS, the Township of Upper St. Clair and PennDOT will enter into an Utility Relocation Abbreviated Work Reimbursement Agreement wherein certain sanitary sewer manholes owned by the Township will be adjusted to accommodate the highway construction on Boyce Road, State Route 3006; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF UPPER ST. CLAIR AS FOLLOWS:

THAT, the President of the Board of Commissioners of the Township of Upper St. Clair is hereby authorized as the Designated Official to execute all documentation pertaining to the Agreement on behalf of the Township of Upper St. Clair as required by the Commonwealth of Pennsylvania, Department of Transportation; and further,

THAT, the Township Manager is authorized and directed to attest to the signature of the President of the Board of Commissioners.

ADOPTED THIS 2ND DAY OF DECEMBER 2024.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By:_____
President, Board of Commissioners

_____
Township Manager/Secretary