

BOARD OF COMMISSIONERS MEETING MINUTES

December 1, 2025

The regular 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 7:30 PM on Monday, December 1, 2025, 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 Enck	Vice President
	Commissioner Burlingame	
	Commissioner Graves	
	Commissioner Pardini	
	Commissioner Plutko	
	Commissioner Thomas	
	Matthew R. Serakowski	Township Manager
	Mark S. 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
	Prudence Cooper	Recording Secretary

EXCUSED:

PUBLIC: Approximately 6 people attended.

Commissioner Paoly stated that prior to this meeting, the Board met for an Executive Session to discuss legal and personnel matters.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF NOVEMBER 3, 2025

Commissioner Burlingame moved to approve the Regular Meeting Minutes of November 3, 2025. This was seconded by Commissioner Graves and carried with a 7-0 voice vote.

PUBLIC COMMENTS

Mr. Marty Kaplan, 2077 Blairmont Drive, expressed his concerns regarding the parking situation of high school students' vehicles on Blairmont Drive. Having lived on Blairmont Drive for 21 years, the parking issue had been under control until recently. Cars are legally parked on both sides of the street which becomes a safety issue, especially at the crest of the hill.

Mr. Kaplan provided several examples of safety concerns in the last 90 days, including emergency vehicles and school buses unable to move, with an emergency vehicle stuck for 25 minutes. In addition, delivery of mail, packages and larger items to the homes are hindered since parked vehicles block mail boxes and driveways.

Mr. Kaplan has reported his concerns to the Superintendent of Schools, the Township Manager and Township Board of Commissioners. The School District claims they are handling the issue legally and that he should address his concerns with the Township. The Township claims the cause of the

parking problem is the School District. According to Township Police, parking on both sides of the road is permitted; however, parking in front of mail boxes is not.

Mr. Kaplan has taken action personally and signs are posted prohibiting parking on one side of the street during school events, which is enforced by the Township. Mr. Kaplan has also raised his concerns with the School District regarding speeding on Panther Way where speed bumps have been lowered due to parent complaints of damage to students' vehicles.

Mr. Kaplan stated there is no student discipline and their behavior needs to change due to the safety risk. Blairmont Drive is a beautiful street and he is asking to enforce some level of no parking on the street, even between 7:00AM and 10:00AM. This will cause the students and parents to demand additional parking from the school.

In response to Commissioner Paoly's inquiry, Mr. Kaplan stated that students do park in front of his house and up the street with the most concern being at the crest of the hill. From there the students walk down a path to the high school. At any given day, there are usually 14 to 16 cars parked on Blairmont Drive.

Commissioner Paoly stated that Mr. Serakowski has shared Mr. Kaplan's correspondence with the School District and the Township, as well as his neighborhood survey results with the Board of Commissioners who will consider Mr. Kaplan's concerns. Commissioner Paoly thanked Mr. Kaplan for his comments.

OLD BUSINESS

None.

NEW BUSINESS

RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC25-1303 -ZONING MAP AMENDMENT FOR REZONING OF PROPERTIES IDENTIFIED AS BLOCK/LOT 254-P-005 AND 321-C-155, LOCATED AT 1400 MCLAUGHLIN RUN ROAD FROM R-LI LOW INTENSITY RESIDENTIAL DISTRICT TO R-4 LOW-RISE MULTIFAMILY RESIDENTIAL DISTRICT

Mr. Benigni stated that McLaughlin Run 1001 LLC has submitted an application to amend Chapter 130 ("Zoning") of the Township Code to rezone approximately 14.88 acres at 1400 McLaughlin Run Road (Block and Lot 254-P-005 and 321-C-155) from the R-LI Low-Intensity Residential District to the R-4 Low-Rise Multifamily Residential District.

Rezoning applications are legislative in nature under the Pennsylvania Municipalities Planning Code and are decided at the discretion of the Board of Commissioners.

On November 20, 2025, the Planning Commission considered the proposed map amendment at its regular meeting and recommended that the Board of Commissioners deny the application.

It is recommended that the Board of Commissioners consider establishing a public hearing on February 2, 2026, by adoption of Resolution No. 1791. This may be accomplished by a simple motion and roll call vote.

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

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1791

No motion was made to set the Public Hearing Re. PLC25-1303 Zoning Map Amendment for Rezoning of Properties Identified as Block/Lot 254-P-005 and 321-C-155, Located at 1400 McLaughlin Run Road from R-LI Low Intensity Residential District to R-4 Low-Rise Multifamily Residential District on February 2, 2026, so Resolution No. 1791 dies.

RECOMMENDATION RE. ADOPTION OF THE 2026 PROPOSED BUDGET

Mr. Romito stated that in accordance with Section 906 of the Township Charter, Staff has prepared Bill No. 6-25 for the Board's consideration in the adoption of the 2026 Budget. Bill No. 6-25 holds the Real Estate Tax rate at 3.83 mills, the Earned Income Tax rate at 0.80%, the Local Services Tax at \$52 annually, and sets the Sanitary Sewer Multiplier at 1.59.

Several carryover adjustments from the 2026 Proposed Budget are recommended for incorporation into the final 2026 Budget. The adjustments are a result of capital items that were planned and funded for 2025 but will not be fulfilled until 2026.

These adjustments increase the 2026 Capital Projects Fund Budget by \$426,850, but the 2025 Budget's projected funding is reduced by an equal amount so that the net budgetary impact is \$0. There have been no other changes to the budget that was proposed and presented in October.

It is recommended that the Board of Commissioners adopt Bill No. 6-25 which may be accomplished by a simple motion and roll call vote.

Commissioner Paoly thanked Mr. Romito, his Staff, and the Budget and Finance Committee of the Board of Commissioners for the budget with no tax increase.

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

MOTION AND VOTE TO ADOPT BILL NO. 6-25

Commissioner Enck moved to adopt Bill No. 6-25 Re. Adoption of the 2026 Budget. This was seconded by Commissioner Burlingame and carried with a 7-0 roll call vote.

RECOMMENDATION RE. APPROVAL OF CONTRACT

Mr. Mansfield stated that Staff recommends the following contract through the SHACOG bidding process for the Board's approval in accordance with Township Code:

Melzers Fuel Service Coraopolis, PA	89 Octane Gasoline, Diesel Fuel and Winterized Diesel Fuel Additive	OPIS Daily Pittsburgh Average Index Plus Fixed Margin of \$.0300 on each gallon of 89 Octane Gasoline and Diesel Fuel and \$.0300 on Winterized Diesel Fuel additive on each gallon of Diesel Fuel.
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A simple motion and voice vote will authorize the above action.

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 CONTRACT

Commissioner Thomas moved to approve the above contract. This was seconded by Commissioner Pardini and carried with a 7-0 voice vote.

RECOMMENDATION RE. TOWNSHIP TRAFFIC ENGINEER FEE SCHEDULE

Mr. Serakowski stated that the proposed Township Traffic Engineer's Fee Schedule for years 2026 and 2027 has been provided for the Board.

Approval of the fee schedule may be accomplished by a simple motion and voice vote.

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 TOWNSHIP TRAFFIC ENGINEER FEE SCHEDULE

Commissioner Burlingame moved to approve the Township Traffic Engineer 2026 - 2027 Fee Schedule. This was seconded by Commissioner Plutko and carried with a 7-0 voice vote.

OTHER BUSINESS

None.

ADJOURNMENT

Following a motion for adjournment by Commissioner Burlingame and a second by Commissioner Pardini which carried with a 7-0 voice vote, the meeting was adjourned at approximately 7:49PM.

Prudence Cooper
Recording Secretary
December 1, 2025