

BOARD OF COMMISSIONERS MEETING MINUTES

October 6, 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, October 6, 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
	Amy Wiszczor	Recording Secretary

EXCUSED:

PUBLIC: Approximately 26 people attended.

RECOGNITIONS

Commissioner Pardini presented a Proclamation designating October 5-11, 2025 as Fire Prevention Week in Upper St. Clair to the Upper St. Clair Volunteer Fire Department. This year's theme is ***"Charge into Fire Safety™": Lithium-Ion Batteries in Your Home"***. Upper St. Clair Fire Chief, Ted Hale, accepted the Proclamation for the Department.

Commissioner Pardini and Chief Hale also recognized the following Volunteer Fire Department members for their years of service:

Doug Dennig	50 years
John Doebler	30 years
Michael Gannon	20 years
Richard Jurik	10 years

Chief Hale also introduced Nick Sohyda, Fire Service Coordinator, and congratulated him on his first year of service.

Chief Hale also thanked the Board of Commissioners for their continued support.

Commissioner Paoly thanked Chief Hale and the members of the Volunteer Fire Department for their service to the Township.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF SEPTEMBER 2, 2025

Commissioner Burlingame moved to approve the Regular Meeting Minutes of September 2, 2025. This was seconded by Commissioner Plutko and carried with a 7-0 voice vote.

PUBLIC COMMENTS

None.

OLD BUSINESS

None.

NEW BUSINESS**RECOMMENDATION RE. PLC25-9901 – AMENDMENT TO CHAPTER 99 OF THE TOWNSHIP CODE ENTITLED “PUBLIC AND PRIVATE IMPROVEMENTS” TO UPDATE THE SPECIFICATIONS FOR THE FIRE HYDRANTS**

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

Staff recommends that the Board of Commissioners adopt Bill No. 5-25 which may be accomplished by a simple motion and roll call vote.

Commissioner Paoly asked if there were any questions from the Board.

Commissioner Burlingame questioned if Upper St. Clair is currently the only Township adding these Storz connections to the hydrants. Mr. Benigni stated that all the municipalities are in the process of adding these connections to their fire hydrants.

In response to Commissioner Paoly's question regarding the timeline for placing these new connections, Mr. Benigni stated it would be for any newer replacement of hydrants at this time.

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

MOTION AND VOTE TO ADOPT BILL NO. 5-25

Commissioner Enck moved to adopt Bill No. 5-25 Re. PLC25-9901 – Amendment to Chapter 99 of the Township Code Entitled “Public and Private Improvements” to Update the Specifications for the Fire Hydrants. This was seconded by Commissioner Graves and carried with a 7-0 roll call vote.

PRESENTATION RE. COMMUNITY & RECREATION CENTER IMPLEMENTATION ADVISORY COMMITTEE RECOMMENDATIONS.

Mr. Serakowski introduced Mr. Mark Edelman with Weber Murphy Fox to present the findings of the Community & Recreation Center Implementation Committee. Mr. Serakowski proceeded with a brief history of this process. This process dates back prior to COVID and the last major study the Township had was in 2018. At that time a similar type of committee was formed to review those findings and then developed an implementation and recommendation process. That committee was prepared to act on those recommendations just weeks before COVID and that work had to be shelved. Ballard King & Associates was now brought back to do a study – post COVID world – which led to many different recommendations that may not have been considered prior to COVID. The Board of Commissioners then identified an implementation committee made up of both Staff and Commissioners, and for the past year this group has been working diligently on reviewing the report, developing phasing and implementation, and recommendations and this evening is a presentation of all those efforts.

Mr. Edelman, Weber Murphy Fox, started his presentation by thanking the committee for their work on this study and tonight he will be presenting the findings from this study and the recommendations of the committee.

Mr. Edelman stated that the main findings of the study focus on the safety of the facility and adding amenities to the facility to generate and maintain interest, as well as updating the facility to meet the current needs based on the past uses of the facility and how it is currently used today in a post-COVID world.

Mr. Edelman displayed the drawings and began by reviewing Phase I which consists of items associated with the outdoor pool area. The work to the outdoor pool area would include expanding the lap lanes from the current three lanes to nine lanes. The in-water seating area will also be expanded with the additional lanes. There will be additional deck and shade structures added to the lap pool area. Another significant piece that is incorporated into the plan is a 30' platform chute speed slide. It will be a fast run out slide, which could be used by all ages, and it would be seen from Mayview Road. The next major component was a recommendation for a large splash pad that had more water activities built into the water deck, so that a larger age group would be able to enjoy it including grandparents with their grandchildren. It was also important that these amenities are significant enough that patrons would come back and use them multiple times throughout the season. The other portion of the outdoor pool area is to modify the current check-in area. This would include a pavilion with a turnstile system so that when a patron enters, they are swiping their credentials. The existing check-in area would become a lifeguard area, so the lifeguards can share the indoor and outdoor pool area.

Mr. Edelman continued with Phase II of the recommendations for the indoor facility. Phase II includes removing the hard wall that is between the two existing fitness rooms and putting an accordion partition between the two rooms. This would give more flexibility to the rooms and give them the ability to accommodate larger classes by taking the two rooms and making them into one large room. The other need was for additional adult changing rooms. These adult changing rooms are similar to a typical changing room, but they have a larger changing table that allows older adults with disabilities to use them. Anyone would be able to use these rooms, but it is an added amenity to allow more people access to those facilities. An existing party room will be removed so that these changing rooms can be in the same area where all the other changing rooms are located.

Another issue was to keep the main corridor dry. To accomplish this a new entrance will be created directly off of the interior pool deck into the locker rooms so patrons won't have to come into the main circulation dry corridor of the recreation center. This entrance will give pool patrons one way directly in and out of the locker rooms. An additional party room will be added to replace the party room that was used for the adult changing room. This party room will be located where the refreshment station was designed to be at one time. The party room will have glass to look out onto the pool deck, which is very similar to what the existing party rooms are now. Another recommendation was for aesthetic improvements to the locker rooms by adding a decorative Fiberglass Reinforced Plastic (FRP) product in certain locations. This could consist of photographs or murals that are applied directly over the concrete block that is currently in the locker rooms. The images and themes are yet to be decided. This would be less disruptive to the daily operations of the C&RC than adding tile, which would require areas to be shut down during installation.

The presentation continued with discussion of the last major component, the front entry area. One of the main points of the Ballard King report was to tighten up control of the security of the C&RC. In its current location, patrons are able to wander through the facility before they actually arrive at the control desk. There were two options for the front entry. The first option is to move the control desk to the left of the main doors, with a community lounge area where patrons can wait to meet someone or pick someone up, and turnstiles where patrons would have to swipe their credentials to enter the recreation area. Additional space would be made for a new member meeting room so that a non-member could discuss membership without having to access the main recreation area. An overflow recreation office would also be created. One version of this option was to move the control desk closer to the front to create a smaller "mousetrap" which is one way requiring the patron to give their credentials and tell who they are before gaining access to the facility. With this option, all patrons who enter the facility are identified before they even go to a meeting room. With the second version, the control desk would be further back from the entrance allowing patrons access to a meeting room without having to go through the control point and would not be identified.

Mr. Edelman discussed some enhancements to the upper deck fitness floor. The recommendations were to replace the flooring with rubber athletic flooring, build free-standing mirror walls in the free weight area and move the Intermediate Distribution Frame (IDF) room, where the link for the computer networking is located, to where the current nutritionist's office is located.

The committee also looked at a Phase III which was to add an additional gymnasium in the future.

Commissioner Paoly asked if there were any comments or questions from the Board.

Commissioner Paoly thanked the members that were on the committee and stated it is nice to see these recommendations coming to fruition.

Mr. Edelman also stated that the committee did a wonderful job, and it was a very nice process.

Commissioner Paoly asked if there were any comments or questions from the public.

Mr. Mark Riley, 316 Hardy Drive, stated his concerns for security at the front entrance and how it would be addressed. Mr. Edelman stated that one of the components of this upgrade is the controlled access which will be added to all the exterior doors as well as 24 interior doors.

Commissioner Graves thanked Mr. Edelman for reviewing the security concerns. This was a main concern for the committee, which discussed several times as to whether to put the control desk

further back or closer to the entrance of the building. He shared his concerns for the security of the corridor that is currently located to the right of the control desk and has an exterior access door and for the security of the children's playroom. If the control desk is moved back from the entrance, then those sitting at the desk will be able to see each way as to who is entering the facility.

Commissioner Enck added that one of the most important parts of security is people. If the control desk is moved forward and closer to the entrance, then any problems would be happening behind the people at the desk. If the desk is moved back, then the people at the desk have a better sight line to see if there is something going on. Commissioner Enck also added that safety was discussed especially at the last meeting, fortifying a little more, the children's room. One of the number one items from the very first meeting was safety on this project.

Mr. Edelmann confirmed for Commissioner Graves that there are ways to modify the current counter area at the children's playroom to have controlled access and still give people the ability to visually see what is going on in the children's playroom.

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

Mr. Serakowski stated that Chris Biswick, Director of Recreation & Leisure Services, is present tonight and asked if he had any comments or wanted to add anything to the presentation.

Mr. Biswick thanked the Board for establishing this committee and thanked Commissioner Burlingame, Commissioner Enck and Commissioner Graves for their continued support throughout the process. It has been almost a year, and they have looked at many different angles. Mr. Biswick is proud of the recommendations the committee has come up with and liked the input from the Commissioners this evening.

Mr. Serakowski also introduced Ms. Kristen Burch and Ms. Melissa Lindberg, who were part of the committee, and he appreciated their involvement as well with this process.

Mr. Serakowski confirmed for Commissioner Paoly that this item will be on the agenda in November, at which time there will be a vote seeking approval for the recommendations.

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

RECOMMENDATION RE. APPROVAL OF CONTRACT

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

Penn Care, Inc. Niles, OH	2026 Ford F-450 4x4 Ambulance	\$253,042.00
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A simple motion and voice vote will authorize the above actions.

Commissioner Paoly asked if there were any comments or questions from the Board.

In response to Commissioner Pardini's question, Mr. Mansfield stated that the Township authorized the purchase of four ambulances in 2025, but they will not be delivered until the Spring of 2026 or

later. Tri-Community South (TCS) currently runs six ambulances, and they are overdue to be replaced. The Township attempted to order the ambulances one and a half years ago, but the company was unresponsive. TCS currently runs as many as three ambulances in a given shift.

Mr. Serakowski also responded to Commissioner Pardini's question by stating that the Township added a fourth ambulance to the purchase with the intent of going to a 2-2-2 replacement program, the Township currently does a 3-3 replacement program. The Township has an opportunity to purchase an additional unit at a reduced cost before the cost increases in January 2026. This will allow the Township to begin this 2-2-2 replacement program from a capital standpoint. From a response standpoint, TCS typically has three units running in each community, but there may be multiple calls in a community. During peak times, TCS attempts to run a power shift, which puts on a fourth unit. It is not uncommon for TCS to have mutual aid come into our community or TCS gives mutual aid to other companies such as Southbridge, Medical Rescue Team South or Peters Township.

Mr. Mansfield stated that TCS is currently running 750 calls per month, which he confirmed for Commissioner Burlingame is a number that is increasing. Mr. Serakowski added that TCS is setting response records in 2025 and seeing numbers that we have not seen even during COVID.

Commissioner Burlingame questioned how the decision is made to increase the number of ambulances and increase staff. Mr. Serakowski responded by stating that TCS is overseen by the Administrative Committee, which are the three managers of the three communities, along with the Chief of Operations, Keith Morse, who makes these decisions.

Commissioner Paoly asked if there were any questions or comments from 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 Enck and carried with a 7-0 voice vote.

RECOMMENDATION RE. APPROVAL FOR A GRANT APPLICATION THROUGH THE STATEWIDE LOCAL SHARE ACCOUNT PROGRAM OF THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE MCLAUGHLIN RUN STREAMBANK RESTORATION PROJECT

Mr. Benigni stated that the Township will be applying for a Statewide Local Share Account grant through the Pennsylvania Department of Community and Economic Development (DCED) in the amount of \$1,000,000 to be used for the McLaughlin Run Streambank Restoration Project.

Resolution No. 1783 authorizes Mark S. Mansfield, Assistant Township Manager, to file all applications, documents, and forms between the Township of Upper St. Clair and the Pennsylvania Department of Community and Economic Development for Statewide Local Share Account program funding.

Staff recommends approval of Resolution No. 1783 which may be accomplished by a simple motion and roll call 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 ADOPT RESOLUTION NO. 1783

Commissioner Burlingame moved to adopt Resolution No. 1783 Re. Approval for a Grant Application Through the Statewide Local Share Account Program of the Pennsylvania Department of Community and Economic Development for the McLaughlin Run Streambank Restoration Project. This was seconded by Commissioner Plutko and carried with a 7-0 roll call vote.

RECOMMENDATION RE. APPROVAL FOR AN ALLEGHENY COUNTY BLIGHT REMOVAL PROGRAM (ACBRP) GRANT APPLICATION THROUGH THE ALLEGHENY COUNTY ECONOMIC DEVELOPMENT (ACED) DIVISION FOR THE DEMOLITION OF 1610 MCLAUGHLIN RUN ROAD

Mr. Benigni stated that the Township desires to apply for a grant through the Allegheny County Economic Development (ACED) division's Allegheny County Blight Removal Program in the amount of \$35,000 to be used for the demolition of 1610 McLaughlin Run Road. Resolution No. 1784 authorizes SHACOG to file all applications, documents, and forms between the Township and ACED.

Staff recommends the approval of Resolution No. 1784. This may be accomplished by a simple motion and roll call vote.

Commissioner Paoly asked if there were any questions or comments from the Board.

In response to Commissioner Paoly's question regarding the location of this property, Mr. Benigni confirmed that it is located near the roundabout.

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

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1784

Commissioner Thomas moved to adopt Resolution No. 1784 Re. Approval for an Allegheny County Blight Removal Program (ACBRP) Grant Application through the Allegheny County Economic Development (ACED) Division for the Demolition of 1610 McLaughlin Run Road. This was seconded by Commissioner Burlingame and carried with a 7-0 roll call vote.

RECOMMENDATION RE. APPROVAL OF A RESOLUTION IDENTIFYING VACANT AND DILAPIDATED STRUCTURES WITHIN THE TOWNSHIP

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

Staff recommends the approval of Resolution No. 1785 which may be accomplished by a simple motion and roll call 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 ADOPT RESOLUTION NO. 1785

Commissioner Burlingame moved to approve Resolution No. 1785 Identifying Vacant and Dilapidated Structures Within the Township. This was seconded by Commissioner Plutko and carried with a 7-0 roll call vote.

RECOMMENDATION RE. RESOLUTION AUTHORIZING THE APPROPRIATE TOWNSHIP OFFICIALS TO EXECUTE ALL DOCUMENTATION REGARDING A SIDEWALK MAINTENANCE AGREEMENT

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

Resolution No. 1786 designates the appropriate Township Officials to execute all documents regarding the sidewalk maintenance agreement between the Township and PennDOT. This Resolution may be adopted by a simple motion and roll call vote.

Commissioner Paoly asked if there were any comments or questions from the Board.

In response to Commissioner Burlingame's question regarding the status of the bridge, Mr. Benigni stated that some additional concrete has fallen and PennDOT has been notified. Mr. Serakowski stated that the project was bid in September and the Township has not heard the results of that bid yet. The intent was to begin work this winter, but PennDOT has decided to start the project in the Spring, depending on the weather. PennDOT is still reporting to the Township that the project is scheduled to be completed by the end of Fall 2026.

Mr. Serakowski confirmed for Commissioner Pardini that the platform under the bridge is there to catch any falling debris. He also stated that the intent is that the entire structure will be removed and it will be replaced with a brand-new bridge. There will be some delays and closures depending on when these different phases occur, but it is still on track to be completed in the Fall of 2026. We are currently waiting for results of the bid process.

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 RESOLUTION NO. 1786

Commissioner Burlingame moved to approve Resolution No. 1786 Authorizing the Appropriate Township Officials to Execute All Documentation Regarding a Sidewalk Maintenance Agreement. This was seconded by Commissioner Enck and carried with a 7-0 roll call vote.

OTHER BUSINESS

Mr. Serakowski stated that the information regarding the recommendations from the Community & Recreation Center Implementation Advisory Committee that was presented this evening will be available on the Township website.

Commissioner Paoly also invited the public back to the November meeting when this item will be included on the agenda again.

ADJOURNMENT

Following a motion for adjournment by Commissioner Pardini and a second by Commissioner Graves which carried with a 7-0 voice vote, the meeting was adjourned at approximately 8:31PM.

Amy Wiszczor
Recording Secretary
October 6, 2025