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 1, 2025 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 3, 2025. (Minutes enclosed)
5. Comments from Citizens and Taxpayers on Matters Not Included on the Agenda.

OLD BUSINESS

6. None.

NEW BUSINESS

7. 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. (Memorandum and Resolution No. 1791 enclosed)
8. Recommendation Re. Adoption of the 2026 Proposed Budget. (Memorandum and Bill No. 6-25 enclosed)
9. Recommendation Re. Approval of Contract. (Memorandum enclosed)
10. Recommendation Re. Township Traffic Engineer Fee Schedule. (Memorandum enclosed)
11. Other Business.
12. Adjournment.

BOARD OF COMMISSIONERS MEETING MINUTES

November 3, 2025

The regular meeting and public hearing 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 3, 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	
	Mark S. Mansfield	Assistant Township Manager
	Mark P. Romito	Director of Finance
	Adam A. Benigni	Director of Community Development
	Chris Biswick	Director of Recreation
	Irving S. Firman	Township Attorney
	Michael J. Galet, P.E.	Township Engineer
	Prudence Cooper	Recording Secretary
EXCUSED:	Matthew R. Serakowski	Township Manager
PUBLIC:	Approximately 36 people attended.	

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

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF OCTOBER 6, 2025

Commissioner Burlingame moved to approve the Regular Meeting Minutes of October 6, 2025. This was seconded by Commissioner Plutko and carried with a 7-0 voice vote.

PUBLIC COMMENTS

Mr. Brian Schill, 102 Wiltshire Drive, encouraged everyone to attend the Veterans Day ceremony next Tuesday, November 11th at 9:30AM. The ceremony is a joint venture with the School District. He commended Township Staff, Laura Long, Mitch Montani, and Leah Zaleski for their contributions in putting this ceremony together. This year, the key speaker will be Lieutenant Colonel Erik Schillo, a resident of the Township who has children in the School District, and is currently a pilot with the 171st Air Refueling Wing.

Mr. Schill gave Commissioner Paoly credit for the idea of securing the flyovers during previous ceremonies. Due to the government shutdown, the Air Force is unable to provide a flyover; however, a flyover by a UH-1 Huey helicopter will take place, weather permitting. He will get word out to

neighboring municipalities of the UH-1 Huey flyover because it will be lower to the ground and louder.

Commissioner Paoly thanked Mr. Schill for spearheading the ceremony every year and for arranging for the UH-1 Huey flyover. Mr. Schill added that next year is the 15th anniversary of the Veterans Park and solicited the Board for ideas to make that ceremony special.

OLD BUSINESS

None.

NEW BUSINESS

RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC25-1302 - RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 AND RM ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP

Mr. Benigni stated that Northwest Land LLC has submitted an application to reclassify the property located at 1512 McLaughlin Run Road to its previous zoning designations of R-4 Low-Rise Multifamily Residential District and RM Restricted Light Industrial District.

Mr. Benigni reminded the Board that the subject property was previously approved as the Tuscany Pointe Planned Residential Development (PRD). The PRD plan is now abandoned, and the property must be reclassified by enactment of an amendment to the Zoning Ordinance and Map.

At its regular meeting on October 16, 2025, the Planning Commission reviewed this proposed map amendment and adopted a motion recommending that the Board of Commissioners deny this application.

Staff recommends that the Board of Commissioners establish the public hearing of January 5, 2026, by adoption of Resolution No. 1787. This may be accomplished by a simple motion and roll call vote.

Commissioner Paoly emphasized that this matter tonight is only to establish a public hearing date of January 5, 2026.

Mr. Benigni confirmed for Commissioner Burlingame that before being zoned a PRD for the Tuscany Pointe development, this property was zoned R-4 and RM for more than 10 years.

Mr. William Elliott, 2602 Siesta Drive, stated that he is Vice President of Mosebach Manufacturing at 1417 McLaughlin Run Road, across the street from 1512 McLaughlin Run Road, and has been employed there since 1998. During that time, there have been several events that he has witnessed requiring evacuation of the manufacturing plant, including Hurricane Ivan in 2004, and heavy rains in April 2024. During both events, the creek held, but Mr. Elliott is concerned that if there is any development at the property in question, the creek would not hold, and the water would come across the road.

Commissioner Paoly reiterated that this agenda item is only to establish a public hearing date to reclassify the zoning of the property to what it was previously. There is no development plan before the Board this evening. Commissioner Paoly thanked Mr. Elliott for his comments.

Mr. Jeff Wilhelm, attorney with Reed Smith, represents Dimitri and Ann Shiry, and is formally entering an appearance on this matter. He stated that the Board should not hold a public hearing on this application. Per the Municipalities Planning Code (MPC), it does not grant the ability for the landowner to make an application once a PRD is deemed abandoned. This should originate from the Township's Planning Commission. Under well-established Pennsylvania law, there is no property right in existing zoning. In this instance, the Board has the right to hear from the public, and it has the right to consider intervening events that require the change of zoning as is. The application itself may not comply procedurally with the MPC that requires a plan be submitted with the landowner's application, which has not yet happened.

Commissioner Paoly thanked Mr. Wilhelm for his comments.

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

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1787

Commissioner Thomas moved to adopt Resolution No. 1787 to Establish Public Hearing Re. PLC25-1302 Reclassification of the Property Identified as Block/Lot 321-G-150 to the R-4 and RM Zoning District by Zoning Amendment to the Township Zoning Map on January 5, 2026. This was seconded by Commissioner Graves and carried with a 7-0 roll call vote.

RECOMMENDATION RE. COMMUNITY & RECREATION CENTER IMPLEMENTATION ADVISORY COMMITTEE RECOMMENDATIONS

Mr. Biswick stated that based on the Community and Recreation Center (C&RC) post-COVID assessment by Ballard King and Associates, it is recommended to have two phases of improvements. Phase One involves exterior pool enhancements at an estimated cost of $3.6 million to increase pool surface area and add features for older children. Phase Two involves facility interior improvements at a cost of $2.4 million to improve safety and provide a permanent downstairs fitness area, enhance the locker rooms, and add family changing rooms.

Following discussion, the Board may take formal action to affirm the recommended design options by a simple motion and voice vote.

Commissioner Paoly thanked the advisory committee for almost two years of meetings, and Board members and Staff that were involved in this process. The assessment first began in 2019, so there has actually been many years involved in developing the recommended improvements.

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

MOTION AND VOTE TO AFFIRM THE COMMUNITY & RECREATION CENTER IMPLEMENTATION ADVISORY COMMITTEE RECOMMENDATIONS

Commissioner Burlingame moved to affirm the Community & Recreation Center Implementation Advisory Committee Recommendations. This was seconded by Commissioner Enck and carried with a 7-0 voice vote.

RECOMMENDATION RE. PUBLIC HEARING FOR 2026 PROPOSED BUDGET

Mr. Romito stated that this is the Public Hearing for the 2026 Proposed Budget and he reviewed the recommended Public Hearing procedures. Following a presentation of the budget highlights, and any comments or questions from the Board of Commissioners and the public, the hearing should be closed by the Board.

Those wishing to testify were sworn in by Commissioner Paoly.

Mr. Romito shared a presentation which began with a review of the timeline of the 2026 budget development process that begins with Staff meetings in April with the Capital Improvements Plan process, public meetings including the Budget and Finance Committee meetings in late summer/early fall, and then this public hearing. Adoption of the 2026 budget will occur next month.

Mr. Romito is proposing a balanced budget with no tax increase for 2026. This would keep the real estate tax millage rate at 3.83 which has not increased since 2010. It also keeps the Earned Income Tax rate at .8% and that rate has not changed since 2007.

The General Fund is balanced at $27.8 million, and all other funds are balanced at $32.1 million. The largest of the other funds are the Sanitary Sewer fund, C&RC Fund and the Capital Projects fund, and other smaller funds. Altogether, the 2026 budget totals $59.9 million.

The General Fund was reviewed, which is the Township's operating budget. Sources of revenue for the General Fund have been fairly consistent from year to year. Real Estate tax and Earned Income tax are the two largest sources of General Fund revenue at approximately 77%. Other taxes, at just under 10%, include local services tax, real estate transfer tax, and the Township's share of the County's 1% sales tax. General Fund revenues are budgeted to increase at .7%, which is a small change primarily due to the earned income tax performance which has declined since 2024 and is projecting to end the year below the 2025 budget. This has not caused any operational issues, and it was isolated to the second quarter of this year. Since then, that tax revenue has recovered and growth has returned so there is a budgeted 3% increase in Earned Income tax revenue for 2026. This increase is off of the year-end projection, not last year's budget.

State Pension aid is expected to increase by $200,000 next year. There was a factor that held that revenue source to be capped for the last two years which will not exist in 2026. The cap will then lift thereby allowing the funding level to increase by $200,000.

On the expenditure side, expenses across the General Fund are distributed to different program areas, the two largest are Public Works and Public Safety which combined total about three-quarters of the General Fund budget.

Total operating expenditures are up about 4.23% from the 2025 budget. There are two large drivers of the increase, one of which is the refuse contract with Waste Management. The Township is in the middle of a five-year contract with an increase of about 8% for 2026. The other driver is the Police Pension Contribution which increases about $200,000 next year. It is not a coincidence that the Police Pension Aid is also up $200,000 and they offset each other. The reason for the cap on the revenue side is the same as the expense side. If the Waste Management contract and Police Pension Contribution are removed, the total operating expenditure increase is 2.39% from last year's budget.

Another major fund is the Sanitary Sewer Fund. ALCOSAN will once again increase their rates by 7% in 2026. The Township will reduce the Sanitary Sewer fee multiplier used to determine the

billing rates each year so that the ALCOSAN increase gets passed but the Township portion of the sewer bill remains level.

The wastewater treatment costs are what the Township pays to ALCOSAN which is budgeted at $6.5 million for 2026. This is two-thirds of the Sanitary Sewer Fund operating budget. Source reduction work will be continued in 2026, budgeted at $1.9 million, which will help to complete the requirements for the current Consent Order and allow us to measure and confirm that targets have been met. Looking ahead, a new Consent Order is anticipated but the timing and its mandates are unknown. In addition, ALCOSAN rates beyond 2026 are uncertain. The Sanitary Sewer fund is in a good position and Staff will stay on top of all movement in that area over the next few years.

Regarding the C&RC Fund, membership levels have hit new highs again in 2025 with strong performance in programs and facility rental fees. Continued success on the revenue side is expected in 2026. Operating expenses are budgeted 1.7% higher than in 2025. There is some fluctuation in the contractual services area that skews that percentage and when pulled out, that increase is closer to 4%. This is mostly due to personnel expenses and meeting the challenges of part-time wage increases which have been met; however, it continues to put pressure on the budget.

On the capital side of the C&RC Fund, there will be routine equipment replacement for fitness, aquatics, and IT infrastructure. There is funding in the budget for the facility enhancement project that preceded this item on the agenda this evening, which would allow the project to begin in the second half of 2026 and into 2027.

The budget is developed with strategic planning in mind, including the Board's planning priorities which are affirmed every other year. The top priority is holding the line on taxes which this budget accomplishes for the 17th straight year. This budget also supports the first full year of the Morton Complex and continues to support the Fire Department's strategic plan. In addition, the budget provides funding to support several of the key themes of the Comprehensive Plan, which was adopted earlier this year. The budget also maintains a funding plan that is sustainable over the long term, allowing the Township to maintain its very strong AA+ credit rating.

The proposed budget has been online on the Township's website since October 22nd when it was presented to the Budget and Finance Committee and is in printed form at the Township Library.

Mr. Romito confirmed for Commissioner Burlingame that since he has been the Director of Finance for the past 11 years, there has not been a tax increase during that time.

In response to Commissioner Paoly's question, Mr. Romito stated that the increase to the millage rate in 2010 did not coincide with the last county property reassessment. There had to be a property reassessment in 2012, but the last time the Board increased the tax rate in a way that impacted residents' property tax bills was in 2010. Due to the oddity of the county reassessment, the millage rate had actually been adjusted downward in accordance with the anti-windfall legislation which required the Township not to have a negative impact on property tax bills.

Commissioner Paoly thanked Mr. Romito and his Staff and Commissioner Enck and the Budget and Finance Committee for all their hard work to bring this proposed budget that holds the line on taxes.

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 CLOSE THE PUBLIC HEARING RE. 2026 PROPOSED BUDGET

Commissioner Burlingame moved to close the Public Hearing Re. 2026 Proposed Budget. This was seconded by Commissioner Enck and carried with a 7-0 voice vote.

RECOMMENDATION RE. APPOINTMENT OF DELEGATES TO THE SOUTHWEST ALLEGHENY TAX COLLECTION COMMITTEE

Mr. Romito stated that pursuant to Act 32 of 2008, the Board of Commissioners is required to appoint delegates to represent the Township on the Allegheny Southwest Tax Collection Committee (TCC). The TCC oversees the collection of Earned Income Tax for all 63 political subdivisions in the southwest Allegheny County district.

To simplify the delegate appointment process and ensure future continuity, Staff has prepared Resolution No. 1788 that appoints the Township's delegates by job title rather than by employee name as has been done in the past.

Staff recommends adopting Resolution No. 1788 authorizing the following appointments to the TCC:

Primary voting delegate – Director of Finance
Alternate voting delegate – Finance Manager
Alternate voting delegate – Township Manager
Alternate voting delegate – Assistant Township Manager

This may be accomplished with 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. 1788

Commissioner Plutko moved to adopt Resolution No. 1788 Re. Appointment of Delegates to the Southwest Allegheny Tax Collection Committee. This was seconded by Commissioner Thomas and carried with a 7-0 roll call vote.

RECOMMENDATION RE. APPROVAL FOR A GRANT APPLICATION THROUGH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT LOCAL SHARE ACCOUNT FOR THE PURCHASE OF A MEDIC UNIT FOR TRI-COMMUNITY SOUTH E.M.S.

Mr. Mansfield stated that Resolution No. 1789 authorizes a grant application for a Statewide Local Share Account grant through the Pennsylvania Department of Community and Economic Development (DCED) from the Commonwealth Financing Authority in the amount of $275,000 for the purchase of a medic unit for Tri-Community South E.M.S.

Staff recommends approval of Resolution No. 1789 which may be accomplished by a simple motion and roll call vote.

In response to Commissioner Pardini's inquiry, Mr. Mansfield stated that due to inflation, the estimated cost next year for a medic unit is $275,000, which is higher than the cost of a recent purchase of an ambulance.

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. 1789

Commissioner Pardini moved to adopt Resolution No. 1789 Re. Approval for a Grant Application through the Department of Community and Economic Development Local Share Assessment Grant for the purchase of a Medic Unit for Tri-Community South E.M.S. 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 wind walls along the sidewalks, the sidewalks themselves will be owned and maintained by the Township.

Resolution No. 1790 designates Matthew R. Serakowski, Township Manager, 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 questions or comments from the Board or the public and there were none.

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1790

Commissioner Burlingame moved to approve Resolution No. 1790 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

None.

ADJOURNMENT

Following a motion for adjournment by Commissioner Pardini and a second by Commissioner Burlingame which carried with a 7-0 voice vote, the meeting was adjourned at approximately 8:04 PM.

Prudence Cooper
Recording Secretary
November 3, 2025

MEMORANDUM

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

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

Date: **November 26, 2025**

Subject: **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**

McLaughlin Run 1001 LLC has submitted an application to amend Chapter 130 ("Zoning") of the Township Code to rezone an approximately 14.88-acre property at 1400 McLaughlin Run Road (Block and Lot 254-P-5 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.

Planning Commission Review

On November 20, 2025, the Planning Commission considered the proposed map amendment at its regular meeting and unanimously (5-0) recommended that the Board of Commissioners deny the application

Staff Recommendation

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

Attachments

1. Planning Commission Letter of Recommendation
2. Zoning Map
3. Resolution No. 1791
4. Draft Ordinance to Allegheny County

TOWNSHIP OF UPPER ST. CLAIR
PLANNING COMMISSION - 2025

Yvonne Piecknick, Chairperson
Jeffrey Krantz, Vice Chairman
Adam McGurk, AICP, Secretary

David Wade
Jake Polochak
Robin Weissert
David Siorta

TO: **The Board of Commissioners**

FROM: **The Planning Commission**

DATE: **November 21, 2025**

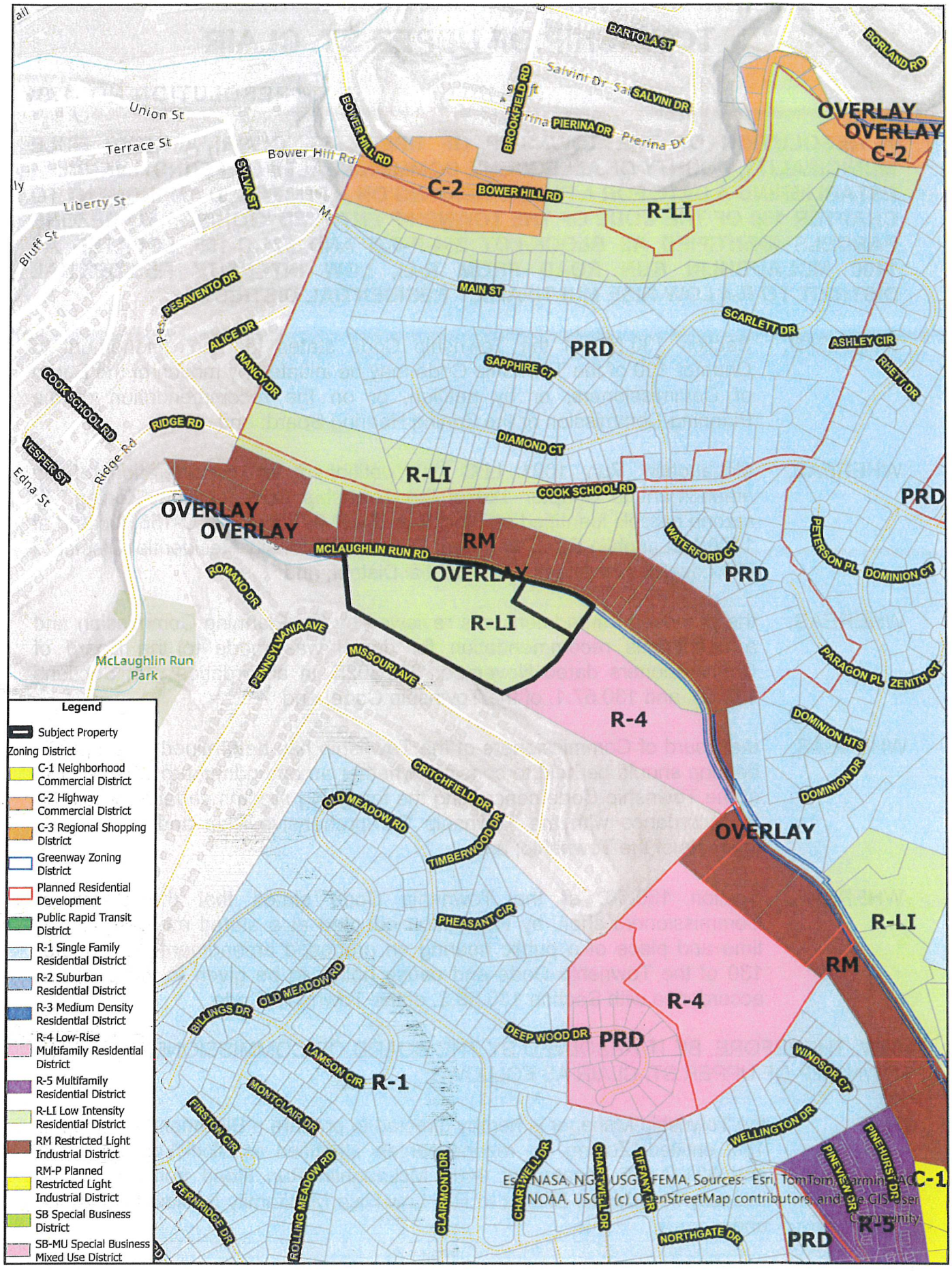
IN RE: **PLC25-1302 RECLASSIFICATION OF THE PROPERTY IDENTIFIED AS BLOCK/LOT 321-G-150 TO THE R-4 AND RM ZONING DISTRICT BY ZONING AMENDMENT TO THE TOWNSHIP ZONING MAP**

At its regular meeting on November 20, 2025, the Planning Commission adopted the following motion with reference to the subject:

MOTION: THAT the Planning Commission recommends denial by the Board of Commissioners.

Motion by Mr. Wade, seconded by Mr. McGurk, carried by carried by unanimous voice vote, 5–0.

_____ for
Jeffrey Krantz, Vice Chairman


Union St
Terrace St
Liberty St
Bluff St
Bower Hill Rd
Ridge Rd
Edna St
McLaughlin Run Park
BARTOLA ST
BORLAND RD
SALVINI DR
PIERINA DR
BROOKFIELD RD
BOWER HILL RD
SYLVA ST
PESAVENTO DR
ALICE DR
NANCY DR
COOK SCHOOL RD
RIDGE RD
VESPER ST
MAIN ST
SCARLETT DR
ASHLEY CIR
RHETT DR
SAPPHIRE CT
DIAMOND CT
COOK SCHOOL RD
MCLAUGHLIN RUN RD
WATERFORD CT
PETERSON PL
DOMINION CT
ROMANO DR
PENNSYLVANIA AVE
MISSOURI AVE
PARAGON PL
ZENITH CT
DOMINION HTS
DOMINION DR
CRITCHFIELD DR
OLD MEADOW RD
TIMBERWOOD DR
PHEASANT CIR
BILLINGS DR
OLD MEADOW RD
DEEP WOOD DR
LAMSON CIR
MONTCLAIR DR
FIRSTON CIR
FERNRIDGE DR
ROLLING MEADOW RD
CLAIRMONT DR
CHARTWELL DR
CHARTWELL DR
TIFFANY CIR
WINDSOR CT
WELLINGTON DR
PINEHURST DR
PINEVIEW DR
NORTHGATE DR
C-2
C-2
C-2
R-LI
R-LI
R-LI
R-LI
PRD
PRD
PRD
PRD
PRD
RM
RM
R-4
R-4
R-1
R-5
C-1
OVERLAY
OVERLAY
OVERLAY
OVERLAY
OVERLAY
Legend
Subject Property
Zoning District
C-1 Neighborhood Commercial District
C-2 Highway Commercial District
C-3 Regional Shopping District
Greenway Zoning District
Planned Residential Development
Public Rapid Transit District
R-1 Single Family Residential District
R-2 Suburban Residential District
R-3 Medium Density Residential District
R-4 Low-Rise Multifamily Residential District
R-5 Multifamily Residential District
R-LI Low Intensity Residential District
RM Restricted Light Industrial District
RM-P Planned Restricted Light Industrial District
SB Special Business District
SB-MU Special Business Mixed Use District

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1791

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING A DATE FOR A PUBLIC HEARING ON A PROPOSED AMENDMENT TO CHAPTER 130 OF THE CODE OF THE TOWNSHIP ENTITLED "ZONING," TO REZONE PARCELS 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

WHEREAS, Section 130.56. of the Township Code states that an amendment to Chapter 130 of the Township Code may be initiated by motion of the Board of Commissioners, or by petition, or on the recommendation of the Planning Commission or the Zoning Hearing Board; and

WHEREAS, McLaughlin Run 1001 LLC has petitioned for consideration of an amendment to Chapter 130 of the Township Code entitled "Zoning," to rezone parcels 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; and

WHEREAS, the proposed amendment was reviewed by the Planning Commission and a unanimous recommendation for denial was made to the Board of Commissioners dated November 20, 2025, in accordance with Sections 130.56. and 130.57.1. of the Township Code; and

WHEREAS, the Board of Commissioners of the Township has determined that a public hearing should be held to consider whether an amendment to Chapter 130 of the Township Code concerning the foregoing recommendation would be in accordance with the Township Comprehensive Plan and in the best interests of the Township; and

WHEREAS, Section 130.56. of the Township Code states that the Board of Commissioners shall, by Resolution adopted at a stated meeting, fix the time and place of a public hearing on proposed amendments to Chapter 130 of the Township Code and cause notice to be given to the public in accordance with Section 130.56.2. of the Township Code.

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

THAT, the Township Manager is hereby directed to prepare a Bill amending Chapter 130, entitled "Zoning," to rezone parcels 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; and

THAT, a public hearing on the proposed amendment shall be held on February 2, 2026, beginning at 7:30 P.M., or shortly thereafter, in the Board of Commissioners' Meeting Room, 1820 McLaughlin Run Road, Upper St. Clair, PA 15241.

THAT, the Township Manager is hereby directed to give public notice in accordance with Sections 130.3. and 130.56. of the Township Code.

THAT, the Township Manager is hereby directed to send a copy of the proposed amendment to the Allegheny County Department of Economic Development for recommendations at least thirty (30) days prior to the public hearing in accordance with Section 609 (e) of the Pennsylvania Municipalities Planning Code.

THAT, this Resolution shall be made a part of the official record at the public hearing to be held on February 2, 2026.

ADOPTED THIS 1ST DAY OF DECEMBER 2025.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST: By:_____
President, Board of Commissioners

_____
Township Manager

BILL NUMBER _____

DATE ADOPTED _____

ORDINANCE NO._____

TOWNSHIP OF UPPER ST. CLAIR

AN ORDINANCE OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE TOWNSHIP OF UPPER ST. CLAIR ZONING MAP TO REZONE PARCELS 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

WHEREAS, William E Dawson Family Irrevocable Trust is the owner of property located at 1400 McLaughlin Run Road and designated by the Allegheny County Office of Property Assessments as Block and Lot Nos. 254-P-005 and 321-C-155 (hereinafter referred to as the "Property"); and

WHEREAS, McLaughlin Run 1001 LLC has petitioned for consideration of an amendment to Chapter 130 of the Township Code entitled "Zoning," to rezone parcels 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; and

WHEREAS, the proposed amendment was reviewed by the Planning Commission and a recommendation for denial was made to the Board of Commissioners dated November 20, 2025, in accordance with Section 130.56 and 130.57.1. of the Township Code; and

WHEREAS, pursuant to Chapter 130.56. of the Code of the Township, by Resolution No. 1791 of the Board of Commissioners, a public hearing on the petition was scheduled; and

WHEREAS, the amendment was sent to the Allegheny County Department of Economic Development - Planning Division, and comments from that Department have been received and reviewed by the Township; and

WHEREAS, the Board of Commissioners held duly advertised public hearings on February 2, 2026 and March 2, 2026, as provided by the Township Code and the Pennsylvania Municipalities Planning Code, at which time testimony was received concerning the amendment; and

WHEREAS, the Board of Commissioners has given careful consideration to all public comments and has determined that adoption of this amendment to rezone the Property on the Township's Zoning Map promotes and protects the health, safety and welfare of the inhabitants of the Township and the general public, will further encourage and maintain the most appropriate use of land, and will facilitate the orderly growth and expansion of the Township.

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

SECTION 1: The zoning classification of the property identified as 1400 McLaughlin Run Road (Block/Lot 254-P-005 and 321-C-155) is hereby rezoned from R-LI, Low Intensity Residential District to R-4 Low-Rise Multifamily Residential District, as depicted in **Exhibit A,** which is attached hereto and is incorporated herein by reference.

SECTION 2: The Township Manager or his designee is hereby directed to amend the Official Zoning Map of the Township to reflect the change in zoning classification described in Section 1 of this Ordinance.

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

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

ORDAINED AND ENACTED THIS 2ND DAY OF MARCH, 2026.

TOWNSHIP OF UPPER ST. CLAIR

By:_____
President, Board of Commissioners

ATTEST:

_____
Township Manager/Secretary

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

The subject property is Lot 1 and Parcel A of the Dawson Farm Subdivision in Upper St. Clair Township as further described:

Beginning at a point in the northeastern corner of said Lot 1, being a point on the southern right-of-way of Mclaughlin Run Road;

Thence, along the easterly line of Lot 1 and Parcel AS 35° 00' 00" W 381.03;
thence, S 50° 35' 00" W 170.00';
thence, S 66° 28' 00" W 187 .04';
thence, N 59° 44' 00" W 97 4.00';
thence, N 05° 30' 00" W 315.43';

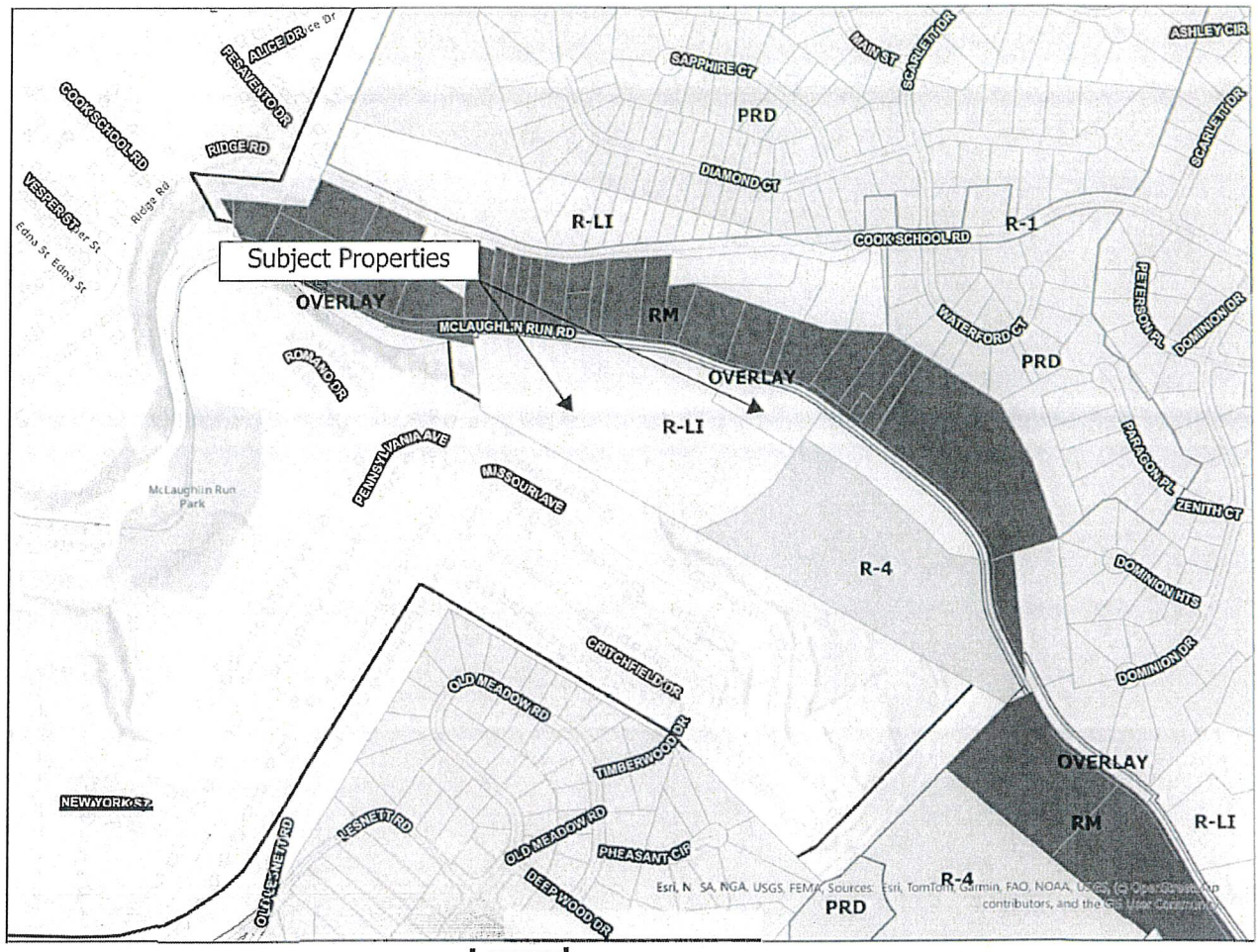
thence, along the southern right-of-way of Mclaughlin Run Road to the point of beginning as follows:

thence, N 89° 45' 00' E 60.29';
thence, 35.15' along an arc with a radius of 483.48';
thence, S 86° 05' 00" E 96.48';
thence, 35.77' along an arc with a radius of 333.50';;
thence, S 83° 05' 00" W 523.96';
thence, 80.97 along an arc with a radius of 333.50';
thence, S 69° 10' 10" E 126.10';
thence, 101.90' along an arc with a radius of 866.52';
thence, S 75° 54' 30" W 184.41';
thence, 156.10' along an arc with a radius of 383.46';
thence, S 52° 35' 06" E 42.35' to the point of beginning;

Said Lot 1 being tax parcel 321-C-155 and Parcel A being tax parcel 254-P-5.

Lot 1 is 1.8351 acres and Parcel A 13.6033 acres.

This legal description excludes that 0.2703 acres of Parcel A that lies in Bridgeville Borough and being tax parcel 321-C-130.



Legend

ZoningDistrict

- C-1 Neighborhood Commercial District
- C-2 Highway Commercial District
- C-3 Regional Shopping District
- Greenway Zoning District
- Planned Residential Development
- Public Rapid Transit District
- R-1 Single Family Residential District
- R-2 Suburban Residential District
- R-3 Medium Density Residential District
- R-4 Low-Rise Multifamily Residential District
- R-5 Multifamily Residential District
- R-LI Low Intensity Residential District
- RM Restricted Light Industrial District
- RM-P Planned Restricted Light Industrial District
- SB Special Business District
- SB-MU Special Business Mixed Use District

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 26, 2025

Subject: **RECOMMENDATION RE. ADOPTION OF THE 2026 PROPOSED BUDGET**

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 per year, 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. They are summarized as follows:

- Public Works Vehicles $326,750
- Public Works Equipment $ 39,500
- Park Renovation Projects $ 60,600

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.

It is recommended that the Board of Commissioners adopt Bill No. 6-25 at the Regular Meeting on Monday, December 1, 2025. This may be accomplished by a simple motion and roll call vote.

Attachment:

- Bill No. 6-25

/mpr

i:\memos\budget adoption 2026 BOC Reg

BILL NUMBER 6-25

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 2026

WHEREAS, The Township Manager's Proposed 2026 Budget was submitted to the Board of Commissioners before November 1, 2025, as required by Section 902 of the Township Charter; and,

WHEREAS, The Township Manager's Proposed 2026 Budget was available for public inspection beginning October 22, 2025, 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 3, 2025, 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 2026, the following amounts are hereby appropriated from the revenues available for specific purposes set forth therein:

I. **GENERAL FUND**

Estimated Revenue

Tax Revenue	$ 23,962,000
Non-Tax Revenue	3,800,743
TOTAL	$ 27,762,743

Appropriations

Operating and Maintenance	$ 21,209,954
Debt Service	2,838,287
Transfers to Other Funds	3,714,502
TOTAL	$ 27,762,743

II. **SINKING FUNDS**

Estimated Revenue

Transfers from General, Sewer, C&RC Funds...	$ 5,066,196
TOTAL.....	$ 5,066,196

Appropriations

Debt Service.....	$ 5,066,196
TOTAL.....	$ 5,066,196

III. **STATE LIQUID FUELS TAX FUND**

Estimated Revenue

State Grant.....	$ 628,278
Interest	5,000
Fund Balance	16,722
TOTAL.....	$ 650,000

Appropriations

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

IV. **CAPITAL PROJECTS FUND**

Estimated Revenue

Transfers from General Fund.....	$ 1,440,038
Interest	170,000
Other	504,500
Fund Balance	7,182,112
TOTAL.....	$ 9,296,650

Appropriations

Public Safety Projects	$ 2,210,000
Public Works Projects	2,031,050
Annual Street Repaving Program	1,450,000
Parks & Recreation Projects	470,600
General Projects	2,525,000
Community Development Projects.....	405,000
Library Projects	205,000
TOTAL.....	$ 9,296,650

V. **SANITARY SEWER FUND**

Estimated Revenue

User Fees	$ 8,994,000
Other	215,000
Fund Balance	880,556
TOTAL	$10,089,556

Appropriations

ALCOSAN Payments	$ 6,525,000
Personal Services	314,262
Contractual Services	2,139,000
Commodities & Other	809,822
Debt Service Payments	301,472
TOTAL	$10,089,556

VI. **STORM SEWER IMPROVEMENT FUND**

Estimated Revenue

Transfer from Capital Projects Fund	$ 300,000
TOTAL	$ 300,000

Appropriations

Storm Sewer Projects	$ 300,000
TOTAL	$ 300,000

VII. **FIELD IMPROVEMENT FUND**

Estimated Revenue

Transfer from Capital Projects Fund	$ 30,000
Non-Tax Revenue	30,000
TOTAL	$ 60,000

Appropriations

Field Improvement Projects	$ 30,000
Fund Balance	30,000
TOTAL	$ 60,000

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	$ 130,962
Fund Balance	4,448
TOTAL	$ 135,410

Appropriations

Operating	$ 135,410
TOTAL	$ 135,410

X. **BOYCE MAYVIEW PARK RAD FUND**

Estimated Revenue

RAD Grants	$ 592,000
Transfer from the General Fund	403,680
Fund Balance	291,717
TOTAL	$ 1,287,397

Appropriations

Operating Expenses	$ 591,448
Park Maintenance	378,449
Capital Costs	317,500
TOTAL	$ 1,287,397

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

Estimated Revenue

Membership & Program Revenue	$ 4,881,500
Transfer from the General Fund	1,870,784
Interest Revenue	160,000
TOTAL	$ 6,912,284

Appropriations

Operating Expenses	$ 5,174,791
Debt Service	526,013
Fund Balance	1,211,480
TOTAL	$ 6,912,284

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

Estimated Revenue

EMS Revenue	$ 4,247,500
TOTAL	$ 4,247,500

Appropriations

Personal Services	$ 3,343,000
Contractual Services	594,450
Commodities	157,000
Capital Transfer	153,050
TOTAL	$ 4,247,500

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

Estimated Revenue

Transfer from TCS EMS Fund	$ 153,050
Interest	35,000
Grants, Donations, & Other	84,915
Fund Balance	901,035
TOTAL	$ 1,174,000

Appropriations

Vehicles	$ 1,014,000
Other Capital Items	160,000
TOTAL	$ 1,174,000

SECTION 2. The Township Manager is directed to revise his Proposed 2026 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 1.59, and a Local Services Tax levy of $52 per year, shall be called the 2026 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 1st DAY OF DECEMBER 2025.

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 26, 2025

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

Staff recommends the following contract 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.

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

/pec
i:\memos\12-25 contract.doc

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: November 26, 2025

Subject: **RECOMMENDATION RE. TOWNSHIP TRAFFIC ENGINEER FEE SCHEDULE**

Enclosed is the Township Traffic Engineer's 2026 Fee Schedule. The 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 Schedules may be accomplished at the December 1, 2025 Regular Meeting of the Board by simple motion and voice vote.

/ll
enclosure

M:/sharedmgr/feestwp_traffic engineer fee schedule_ Dec 1 2025

Trans ASSOCIATES

November 3, 2025

Mr. Matthew Serakowski
Township Manager
Township of Upper St. Clair
1820 McLaughlin Run Road
Upper St. Clair, Pennsylvania 15241

Subject: 2026 Rates for Engineering Consulting Services

Dear Mr. Serakowski:

Please find attached Trans Associates' billing rate schedule for 2026. These rates will be utilized for services requested. There is an increase on an average 2.5 percent for all classifications from our 2025 rates. As always, Trans Associates strives to provide high quality and prompt engineering services in the most efficient manner possible. If written approval is required for these rates, please notify us.

Should you have any questions, please do not hesitate to contact me.

We want to take this opportunity to thank you for our business relationship and we look forward to continuing to serve your community.

Sincerely,

Cynthia A. Jampole, P.E.
Principal & CEO

CAJ:mz

Attachment: 2026 Municipal Rate Schedule

cc: M. Mancuso – TA
File: 2026 Rate Schedule Letter 11-03-25

Trans ASSOCIATES

2026 MUNICIPAL RATE SCHEDULE

PERSONNEL CLASSIFICATION	RATES PER HOUR
PRINCIPAL / SENIOR MANAGER	$175.00
ENGINEERING MANAGER	$160.00
SENIOR ENGINEER / DESIGNER	$140.00
STAFF ENGINEER	$132.00
ASSOCIATE DESIGNER / ANALYST	$127.00
SENIOR TECHNICIAN	$95.00
SENIOR SURVEY TECHNICIAN	$95.00
FIELD TECHNICIAN	$65.00
CLERICAL	$65.00
FIELD ENUMERATORS	$46.00

DIRECT EXPENSES	RATE
AUTO TRAVEL	$0.70/MILE*
COPIES	$0.17/SHEET
Color	$0.50/SHEET
PLAN PRINTS	
Bond	$0.27/S.F.
Vellum	$1.00/S.F.
Mylar	$1.35/S.F.
Color Plot	$0.65/S.F.
OTHER DIRECT COSTS	AT COST

*Current Federal Standard Mileage Rate (Subject to Federal Rate Change).

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 January 15, 2025)

Township Traffic Engineer

Principal/Senior Manager	$170.00 /Hour
Engineering Manager	$148.00 /Hour
Senior Engineer/Designer	$132.00 /Hour
Staff Engineer	$125.00 /Hour
Associate Designer/Analyst	$ 120.00 /Hour
Senior Technician	$ 87.00 /Hour
Senior Survey Technician	$ 87.00 /Hour
Field Technician	$ 63.00 /Hour
Clerical	$ 63.00 /Hour
Field Enumerators	$ 45.00 /Hour
Auto Travel	$ 0.655 /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