

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, JULY 7, 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. Certificates of Achievement Recognizing Upper St. Clair High School Girls' Track & Field Members, Sadie Tomczyk and Anna Engelman for their wins at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships. (Certificates enclosed) (Commissioner Burlingame to present)
5. Review of the Board of Commissioners' Regular Meeting Minutes of June 2, 2025. (Minutes enclosed)
6. Comments from Citizens and Taxpayers on Matters Not Included on the Agenda.

OLD BUSINESS

7. Public Hearing Re. Adoption of 2025-2035 Comprehensive Plan. (Memorandum enclosed)

NEW BUSINESS

8. Recommendation Re. Appointment to Parks & Recreation Advisory Board. (Memorandum enclosed)
9. Other Business.
10. Adjournment.

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: July 3, 2025
Subject: **RECOMMENDATION RE. RECOGNITIONS**

Staff has prepared the attached Certificates of Achievements to be presented at the July 7, 2025 Regular Meeting of the Board recognizing:

- Upper St. Clair High School Girls' Track & Field Team members Sadie Tomczyk and Anna Engelman, for their wins at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships.



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Attachments

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Township of Upper St. Clair



ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA

Awards This

CERTIFICATE OF ACHIEVEMENT

to

SADIE TOMCZYK

In recognition of outstanding performance, the Township and its residents congratulate you on capturing first place at the 2025 Western Pennsylvania Interscholastic Athletic League (WPIAL) Class AAA Girls' Track & Field Championships in the 100-meter dash with a time of 12.25 seconds and in the 200-meter dash with a time of 25.13, and for assisting your team in capturing 3rd place in the 4 by 100 meter relay; for placing 4th at the 2025 Pennsylvania Interscholastic Athletic Association (PIAA) Class AAA Girls' Track & Field Championships in the 200-meter dash, for placing 5th in the 100-meter dash, and for your commitment to both individual and team excellence.

*Presented this 7th Day
of July, 2025*

President, Board of Commissioners


Township Manager

Township of Upper St. Clair



ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA

Awards This

CERTIFICATE OF ACHIEVEMENT

to

ANNA ENGELMAN

In recognition of outstanding performance, the Township and its residents congratulate you on capturing first place at the 2025 Western Pennsylvania Interscholastic Athletic League (WPIAL) Class AAA Girls' Track & Field Championships in the triple jump measuring 37 feet, 11.75 inches, setting a school record, for placing 10th in the long jump and placing 12th in the pole vault; for placing 7th at the 2025 Pennsylvania Interscholastic Athletic Association (PIAA) Class AAA Girls' Track & Field Championships in the triple jump, again breaking the school record with a mark of 38 feet, 4 inches, and for your commitment to both individual and team excellence.

*Presented this 7th Day
of July, 2025*

President, Board of Commissioners

Township Manager

BOARD OF COMMISSIONERS MEETING MINUTES

June 2, 2025

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, June 2, 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 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
Missy Fenster	Network Deposition Services
Prudence Cooper	Recording Secretary

EXCUSED: Commissioner Enck Vice President

PUBLIC: 37 people attended.

RECOGNITION

Commissioner Pardini presented a Proclamation to Abigail Petras for being selected to attend the annual FBI Youth Leadership Program.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF MAY 5, 2025

Commissioner Burlingame moved to approve the Regular Meeting Minutes of May 5, 2025. This was seconded by Commissioner Thomas and carried with a 6-0 voice vote.

PUBLIC COMMENTS

None.

OLD BUSINESS

CONTINUED PUBLIC HEARING RE. PLC25-0002 – PITTSBURGH BASEBALL LAB – NONRESIDENTIAL – CONDITIONAL USE APPROVAL

Commissioner Paoly introduced the continued Public Hearing Re. PLC25-0002 – Pittsburgh Baseball Lab – Nonresidential – Continued Conditional Use Approval.

Mr. Benigni reviewed the recommended continued public hearing procedures.

Commissioner Paoly asked if there was anyone wishing to testify who was not previously sworn in and there was none.

Mr. Benigni then entered Township Exhibit #10 into the record.

Mr. Benigni stated that in 1978, the Board of Commissioners approved the building for recreation use as a gym. In 2020, the gym closed and after that there was a property transfer and the current owner received approval from the Board in 2021 to change the use to a mini-warehouse. The applicant is now asking for the use to be changed to a baseball training facility which is considered a recreational enterprise and is the original category of use for that building.

Provided no additional testimony is needed, Staff recommends the public hearing be closed and the Board of Commissioners grant approval with the adoption of Bill No. 3-15, subject to certain conditions. This can be accomplished with a simple motion and roll call vote.

Applicants Gary Herbert and Max McDowell confirmed that they had no further testimony.

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

MOTION AND VOTE TO CLOSE PUBLIC HEARING RE. PLC25-0002 – PITTSBURGH BASEBALL LAB – NONRESIDENTIAL – CONDITIONAL USE APPROVAL

Commissioner Thomas moved to close the Public Hearing Re. PLC25-0002 – Pittsburgh Baseball Lab – Nonresidential – Continued Conditional Use Approval. This was seconded by Commissioner Burlingame and carried with a 6-0 voice vote.

MOTION AND VOTE TO ADOPT BILL NO. 3-25

Commissioner Burlingame moved to adopt Bill No. 3-25 Re. PLC25-0002 – Pittsburgh Baseball Lab – Nonresidential – Continued Conditional Use Approval. This was seconded by Commissioner Thomas and carried with a 6-0 roll call vote.

CONTINUED PUBLIC HEARING RE. PLC25-0001 – ST. CLAIR COUNTRY CLUB PADDLE COURTS – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Commissioner Paoly introduced the Continued Public Hearing Re. PLC25-0001 – St. Clair Country Club Paddle Courts – 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.

Mr. Benigni reviewed the recommended continued public hearing procedures. Provided no additional testimony is needed, Staff recommends that the public hearing be closed and the Board of Commissioners grant approval subject to the conditions outlined in Bill No. 4-25. This may be accomplished by a simple motion and roll call vote.

Those who were not previously sworn in to testify were sworn in by Commissioner Paoly.

Mr. Benigni then entered Township Exhibit #15, Applicant Exhibit #10, and Citizen Exhibits #1 through #3 into the record.

Mr. Benigni stated that since the May 5, 2025 Regular meeting of the Board, the landscape architect has made some changes to their plan and invited the applicant to review them.

Mr. Joe Hackett, LaQuatra Bonci Associates, 95 S. 10th Street, Pittsburgh, PA, shared several pages of the developer's plan which were slightly modified than previously presented. The walkway and stairs from the courts to the parking lot along Old Washington Road have been removed. Access to the courts will be from the existing lawn path between the parking lot and the pool or from the existing golf cart path that runs along the 9th hole. The portable restrooms have also been eliminated; restrooms will be outfitted and fixed inside the pool building for use during the paddle court season.

Mr. Hackett continued that there has been additional landscaping added. The screening has been increased in length to be further along the length of the parking lot. All the screening along Old Washington Road will be 100% evergreen trees. Other screenings will be 40% evergreen and 60% deciduous. There will also be 100% evergreen trees along the western side adjacent to the residential property owners.

Mr. Hackett presented the cross-section of the plan that shows the height of the initial plantings in the area of Old Washington Road and the parking lot and sloping down to the courts which will be a mixture of 8-, 10- and 12-foot-tall evergreen trees. It also showed what the trees will look like in the future at full growth.

Mr. Benigni stated that the cross-section plans presented this evening will be Applicant's Exhibit #11 for the record. This was agreeable with Mr. Hackett.

Mr. Hackett confirmed for Commissioner Graves that that the smaller X's between the circles depicted along Old Washington Road in the first slide represent existing trees and will remain there. The circles represent additional trees to be planted.

Mr. Justin Hollingsworth, 2333 Engelwood Drive, Board Member of St. Clair Country Club, clarified that during construction, portable restrooms will be there for the crew, but for the paddle court operation itself, portable toilets will not be used.

Ms. Ann Gentry, 2315 Old Washington Road, expressed her confusion regarding the temporary paddle court hut and how long it will be up and used. At last month's meeting, it was not determined whether it would be up for a year, or six months at a time, and for how long. Ms. Gentry was surprised that this issue was not raised at the Planning Commission level. In addition, Ms. Gentry could not see the temporary hut on the plans; however, Mr. Hackett pointed it out to her.

Ms. Gentry continued that although she is happy with the new landscaping plans, she thought the plans would have been completely vetted by the Planning Commission and the Township's Community Development Department prior to the public hearings. At last month's public hearing there were a lot of changes discussed. After the first public hearing in April, the building materials were staged near the place where the courts will be built.

Ms. Gentry claimed that the Country Club did not take into consideration the nuisance of noise and lights from the paddle courts in the middle of an R1 zone. Although the Country Club is not zoned residential, most of the surrounding properties are, so to make this change to an “entertainment complex” in the middle of the neighborhoods should be considered.

Ms. Gentry added that during the last public hearing, changes were made to the hours, lighting operation, the removal of the stairs and path, and the time frame of the existence of the temporary hut. By the end of the meeting, it was determined that the hut could be collapsed and stored until the next season. The new landscaping will mitigate the lights, but the hours of operation and the way that the lights will operate are still not clear. If this plan is approved, the enforcement of the lights and noise will be passed onto the police and code enforcement; however, it will be the residents who will have to notify them every time they are in violation.

Ms. Gentry asked the Board to consider the harm this plan will do to the residents and vote no.

Ms. Melissa Blackwood, 61 Lambeth Drive, shared that she lives on the corner of Lambeth and Old Washington Roads, is a member of the Country Club and is a paddle court player. The Country Club has been a social, recreational and athletic facility for over 100 years. Renovations and refurbishments made to a 100-year-old property were and are anticipated to meet the changing needs of the membership. Over 800 families belong to the Country Club, most of whom are residents of the Township and want to actively be able to use the property. Furthermore, sound coming from the high school’s public address system is much louder than anything she has ever heard coming from the Country Club. Occasionally, music is heard from the Country Club, which she enjoys hearing. As a paddle ball player, she stressed that there is no loud noise from the courts, and they are usually done playing by 9:30PM. As a neighbor, Club member and paddle ball player, she urged the Board to approve the plans.

Mr. John Gentry, 2315 Old Washington Road, shared that when he moved into his house across from the Country Club 17 years ago, his view was of the golf course, not a paddle ball court. Recognizing that the Country Club is zoned R-LI and the paddle ball courts are allowed, he objects to their placement, since there are over 200 acres where they could be located. Although he is happy with the updated landscaping plans, the exact hours of operation have not been determined. The noise study was only conducted at one point in time instead of several, so there is not enough data to determine the level of noise that will come from the paddle courts. More troubling is the harm the courts will bring to his property value and he asked the Board to vote no.

Ms. Ginny Wright, 2288 Glendale Drive, stated that as a neighbor of the Country Club, she realizes that the Club is a separate entity and she approves of the paddle courts being built.

Ms. Jessica Hrabovsky, 2325 Old Washington Road, pointed out on the plans where her house is located across from the Country Club and that she has lived there for 27 years. Although she approves of the trees that will be planted, the issue of the lights will still be a problem since it will take many years for the trees to grow high enough to block the lights and noise from the paddle courts and parking lot during the winter months. She also asked if there was any noise or any other complaints from the neighbors of the paddle courts where they are currently placed. Ms. Hrabovsky asked the Board to vote no.

Mr. Louis Hunter Farmer, 1663 Hastings Mill, shared that he has a direct view of current paddle ball courts from his home and that the lighting and noise from the high school during sporting events

during any time of the year is much more impactful than from the courts. He is a member of the Country Club and was a Club paddle court board member during the planning of the new paddle courts where extreme caution was taken to minimize and mitigate the impact to the neighbors. Paddle tennis is critical to St. Clair Country Club and the community. The Township has two courts and the Club has four, so this relieves the demand on the Township for court time. Unlike pickle ball, there is very little noise from the paddle tennis ball hitting a paddle. The current courts are much closer to Mill Grove than the new courts will be to its neighbors and to his knowledge, there has not been one complaint from those neighbors in any capacity. He urged the Board to vote yes on this project.

Ms. Gentry disagrees; their home will be nearer to the new courts than Mill Grove is from the current courts. She also followed up on the issues with the temporary hut and Mr. Gentry asked again for clarification on the hours of operation. In response, Commissioner Paoly stated that these issues will be clarified following all citizens' comments.

Mr. Kenneth Lund, 2337 Engelwood Drive, stated that his property abuts the back of St. Clair Country Club and he does hear the sounds and see the lights coming from the high school. He is a Country Club member and paddle court player, and although he understands the concerns of the neighbors, he assured that all the paddle court players are responsible professional adults who are there to network and enjoy recreation. The Country Club has made a great investment to address the concerns, and the Club is doing what is right for the neighbors and will continue to do so. He asked the Board to vote yes.

Mr. Hackett clarified that the plans were presented before the Planning Commission twice and has been reviewed extensively by the Township engineer so it has been vetted. Those plans depicted the four courts, the temporary hut, and the temporary restroom and sidewalk that have been deleted. They have tried to address the concerns raised during the last two meetings to be more agreeable. The Club is not trying to hide anything and is being as responsible as possible.

Commissioner Paoly stated that according to Bill 4-25 for the Board's consideration this evening, the hours of operation will be limited to the period between sunrise and 10:00PM daily. The temporary paddle tennis hut will be permitted for a period not exceeding 12 months from the date of occupancy, at which point it will be made permanent or be removed.

In response to Commissioner Graves's question, Mr. Hackett stated that the lights to the paddle courts will shut off automatically at 10:00PM, but can be manually shut off if a game ends earlier.

Commissioner Paoly addressed Mr. Gentry's concern regarding replacing the landscaping when it dies by quoting Section 7 of Bill 4-25 which states "St. Clair Country Club shall monitor the health of all trees planted as part of the approved landscaping plan, as identified in Section 1.1. Any tree that dies or is determined to be in irreversible decline shall be replaced with a tree of the same species or an approved equivalent, as specified in the landscaping plan, as soon as practicable, but no later than the next appropriate planting season, unless otherwise approved by the Township of Upper St. Clair."

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 PUBLIC HEARING RE. PLC25-0001 – ST. CLAIR COUNTRY CLUB PADDLE COURTS – UNIFIED CONDITIONAL USE PRELIMINARY AND FINAL LAND DEVELOPMENT APPROVAL

Commissioner Burlingame moved to close the Public Hearing Re. PLC25-0001 – St. Clair Country Club Paddle Courts – Unified Conditional Use Preliminary and Final Land Development Approval. This was seconded by Commissioner Plutko and carried with a 6-0 voice vote.

MOTION AND VOTE TO ADOPT BILL NO. 4-25

Commissioner Burlingame moved to adopt Bill No. 4-25 Re. PLC25-0001 – St. Clair Country Club Paddle Courts – Unified Conditional Use Preliminary and Final Land Development Approval. This was seconded by Commissioner Pardini and carried with a 6-0-1 roll call vote. Commissioner Thomas recused himself from voting since he is a member of St. Clair Country Club.

NEW BUSINESS**RECOMMENDATION RE. ESTABLISH PUBLIC HEARING DATE RE. ADOPTION OF 2025-2035 COMPREHENSIVE PLAN**

Mr. Benigni stated that the 2025-2035 Comprehensive Plan was developed through an 18-month process involving the Planning Commission and community engagement. The Final Draft is available for review and comment on the Township's website. As a requirement of Section 302(b) of the Pennsylvania Municipalities Planning Code (MPC), a public hearing must be scheduled prior to the adoption of a Comprehensive Plan.

Mr. Benigni continued that it is recommended that the Board of Commissioners establish Monday, July 7, 2025, as the public hearing date. This may be accomplished by adoption of Resolution No. 1776 with a simple motion and roll call vote.

Mr. Benigni added that adoption of the Comprehensive Plan is a two-step process involving two public hearings in July and August.

Mr. Benigni confirmed for Commissioner Paoly that the consultant will be attending the two public hearings to provide a presentation and to answer any questions.

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. 1776

Commissioner Thomas moved to adopt Resolution No. 1776 to establish the public hearing date of Monday, July 7, 2025 for the adoption of the 2025-2035 Comprehensive Plan. This was seconded by Commissioner Pardini and carried with a 6-0 roll call vote.

RECOMMENDATION RE. AUTHORIZATION OF THE TRANSFER OF THE BRUSH RUN INTERMUNICIPAL TRUNK SEWER LINE

Mr. Benigni stated that Resolution No. 1777 and its supporting documents will enable the Township to complete and sign the legal agreements required to transfer ownership of the Brush Run Intermunicipal Trunk Sewer Line and related manholes to the Allegheny County Sanitary Authority (ALCOSAN).

Mr. Benigni continued that the memo to the Board for this sewer line transfer and the two subsequent transfers, lists the Township's and ALCOSAN's responsibilities post transfer.

Mr. Benigni added that Staff recommends adopting Resolution No. 1777 which can be accomplished by a simple motion and roll call vote.

In response to Commissioner Paoly's concern about whether the Township's high standard of maintenance of the sewer lines will continue, Mr. Serakowski stated that with the transfer, ALCOSAN is under its own separate order through the EPA which has the same or greater standards than the Township. Although it is difficult at this time to gauge response time to any incidents that may occur, Township personnel will be on hand should the need arise.

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. 1777

Commissioner Burlingame moved to adopt Resolution No. 1777 authorizing the transfer of the Brush Run Intermunicipal Trunk Sewer Line. This was seconded by Commissioner Graves and carried with a 6-0 roll call vote.

RECOMMENDATION RE. AUTHORIZATION OF THE TRANSFER OF THE MCLAUGHLIN RUN INTERMUNICIPAL TRUNK SEWER LINE

Mr. Benigni stated that, like the previous agenda item, Resolution No. 1778 will allow Township officials to complete and sign the necessary documents required to transfer ownership of the McLaughlin Run Intermunicipal Trunk Sewer Line to ALCOSAN.

Mr. Benigni added that Staff recommends adopting Resolution No. 1778 which can 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. 1778

Commissioner Burlingame moved to adopt Resolution No. 1778 authorizing the transfer of the McLaughlin Run Intermunicipal Trunk Sewer Line. This was seconded by Commissioner Plutko and carried with a 6-0 roll call vote.

RECOMMENDATION RE. AUTHORIZATION OF THE TRANSFER OF THE PAINTERS RUN INTERMUNICIPAL TRUNK SEWER LINE

Mr. Benigni stated that Resolution No. 1779 will allow Township officials to complete and sign the necessary documents required to transfer ownership of the Painters Run Intermunicipal Trunk Sewer Line to ALCOSAN.

Mr. Benigni added that Staff recommends adopting Resolution No. 1779 which can 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. 1779

Commissioner Burlingame moved to adopt Resolution No. 1779 authorizing the transfer of the Painters Run Intermunicipal Trunk Sewer Line. This was seconded by Commissioner Thomas and carried with a 6-0 roll call vote.

RECOMMENDATION RE. APPROVAL OF CONTRACTS

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

Hill International	One (1) 2026 International HV507 SFA Cab & Chassis	\$121,175.00
Stephenson Equipment, Inc.	One (1) 10'6" Aluminum Dump Body Upfit with stainless steel tailgate salt spreader, salt and liquid dispensing system and 10' snowplow (for 2026 International Cab & Chassis)	\$107,597.00
R&B Mechanical, Inc.	Community & Recreation Center Rooftop Unit #8 Replacement	\$106,900.00

A simple motion and voice vote will authorize these contracts.

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 CONTRACTS

Commissioner Burlingame moved to approve the above contracts. This was seconded by Commissioner Plutko 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 8:25PM

Prudence Cooper
Recording Secretary
June 2, 2025

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

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

Date: July 3, 2025

Subject: PUBLIC HEARING RE. ADOPTION OF THE 2025-2035 COMPREHENSIVE PLAN

This is the initial public hearing on the adoption of the 2025-2035 Comprehensive Plan. The 2025-2035 Comprehensive Plan was developed through an 18-month process guided by Herbert, Rowland & Grubic, Inc. (HRG), the Township's planning consultant. Beginning in January 2024, the process involved extensive community engagement, including public workshops, online surveys, and stakeholder meetings with residents, businesses, and civic organizations. The Planning Commission, community representatives and Township staff collaborated with HRG to analyze demographic trends, assess infrastructure needs, and identify priorities for sustainable growth.

Planning Commission Recommendation

At its regular meeting on June 19, 2025, the Planning Commission completed its review of the Comprehensive Plan and recommended adoption by the Board of Commissioners.

Staff Recommendation

Following a presentation by HRG, staff will recommend that the hearing be continued to Monday, August 4, 2025.

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MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: July 3, 2025
Subject: **RECOMMENDATION RE. APPOINTMENT TO PARKS & RECREATION ADVISORY BOARD**

There is an open position on the Parks and Recreation Advisory Board due to a recent vacancy.

Following the recent interviews held by the Board of Commissioners on February 24th, March 3rd and March 5th of 2025 for openings on volunteer boards and commissions, Staff recommends that the Board approve the following appointment during the regular meeting on July 7, 2025.

The below appointment may be approved by simple motion and voice vote.

Park and Recreation Advisory Board – 3 year term

- Grant Kandabarow (*New Appointment, Partial Year Term expires 2026*)



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