

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, MAY 4, 2026 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. Proclamation Recognizing May 17-13, 2026, as National Emergency Medical Services Week in Upper St. Clair. (Proclamation enclosed) (Commissioner Pardini to Present)
5. Certificate of Achievement Recognizing the Upper St. Clair High School Boys Basketball Team for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships. (Certificate enclosed) (Commissioner Madden to Present)
6. Certificate of Achievement and Proclamation Recognizing Upper St. Clair High School Swim Team members for their wins at the Western Pennsylvania Athletic League (WPIAL) Championship and Pennsylvania Interscholastic Athletic Association (PIAA) Championship. (Certificate and Proclamation enclosed) (Commissioner Thomas to Present)
7. Review of the Board of Commissioners' Regular Meeting Minutes of April 6, 2026. (Minutes enclosed)
8. Comments from Citizens and Taxpayers on Matters Not Included on the Agenda.

OLD BUSINESS

9. None.

NEW BUSINESS

10. Discussion Re. PLC26-9301 – Amendment to Chapter 93 of the Township Code entitled “Parks and Playgrounds” to add Standards for the Operation of E-Bikes and Electronically Motorized Devices on Township Property. (Memorandum enclosed)
11. Recommendation Re. Establish Public Hearing Re. PLC26-1301 – Zoning Text Amendment to Chapter 130 of the Township Code Entitled “Zoning” to add a Definition of Tobacco/Vape Shop to Section 130.3, Definitions and add Tobacco/Vape Shop as a Conditional Use in the C3, Regional Shopping Center District. (Memorandum and Resolution No.1798 enclosed)

12. Presentation Re. 2024 Devonwood Drive Traffic Calming Policy. (Cliff Eich, P.E. Traffic Engineer, Trans Associates, to present)
13. Recommendation Re. Approval of Contracts. (Memorandum enclosed)
14. Recommendation Re. Cable Communications Franchise Agreement Renewal with Comcast of Colorado/Pennsylvania/West Virginia LLC. (Memorandum and Resolution No. 1799 enclosed)
15. Other Business.
16. Adjournment.

MEMORANDUM

To: Board of Commissioners
From: Matthew R. Serakowski, Township Manager
Date: May 1, 2026
Subject: **RECOMMENDATION RE. RECOGNITIONS**

Staff has prepared the attached Proclamations and Certificates of Achievement to be presented at the May 4, 2026 Regular Meeting of the Board recognizing:

- May 17 - 23, 2026, as National Emergency Medical Services Week in Upper St. Clair. (*Proclamation*)
- Upper St. Clair High School Boys Basketball Team for their win at the Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships (*Certificate of Achievement*).
- Upper St. Clair High School Swim Team members, Catherine Miller for her win at the Western Pennsylvania Athletic League (WPIAL) Championships (Certificate of achievement) and for Nazar Zoukovski for his win at both the (WPIAL) Championship and the Pennsylvania Interscholastic Athletic Association (PIAA) Championship (Proclamation)



Attachments
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Official Proclamation

Township of Upper St. Clair

A PROCLAMATION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, DESIGNATING THE WEEK OF MAY 17 - 23, 2026 AS EMERGENCY MEDICAL SERVICES WEEK IN UPPER ST. CLAIR.

WHEREAS, EMERGENCY MEDICAL SERVICES is a vital public service and the members of EMERGENCY MEDICAL SERVICES teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and,

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury and emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and,

WHEREAS, the EMERGENCY MEDICAL SERVICES system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and,

WHEREAS, the members of EMERGENCY MEDICAL SERVICES teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and,

WHEREAS, it is appropriate to recognize the value and the accomplishments of Emergency Medical Services Providers for their invaluable direct in-person care, and in particular, the dedicated and highly skilled team at Tri-Community South, by designating Emergency Medical Services Week in Upper St. Clair.

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

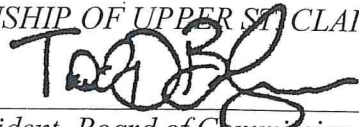
THAT, the week of May 17 – 23, 2026, is hereby designated as Emergency Medical Services Week in Upper St. Clair, with the theme, “**EMS WEEK: Improving Outcomes, Together**”. The community is encouraged to observe this week with appropriate programs, ceremonies and activities in honor of the EMS profession and the essential service it provides.

THAT, the Board of Commissioners wishes to specifically recognize Tri-Community South EMS for its superior service to Upper St. Clair and to the entire South Hills.

ADOPTED this 4th day of May, 2026.

ATTEST: 
Township Manager



TOWNSHIP OF UPPER ST. CLAIR
By 
President, Board of Commissioners

Township of Upper St. Clair

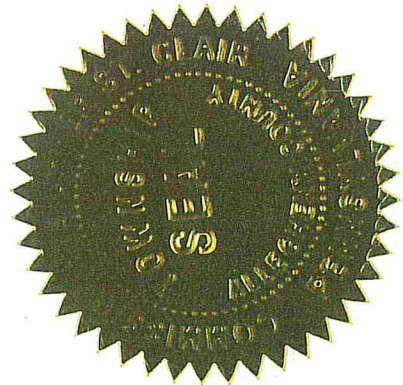


ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA

Awards This

CERTIFICATE OF ACHIEVEMENT to 2025 - 2026 UPPER ST. CLAIR BOYS BASKETBALL TEAM

In recognition of outstanding performance, the Township and its residents, congratulate the team and its coaching staff on capturing the 2026 Western Pennsylvania Interscholastic Athletic League (WPIAL) Class 6A Boys Basketball Championship for the third year in a row by defeating New Castle 52 - 51, for making it to the semifinal game at the Pennsylvania Interscholastic Athletic Association (PIAA) Championship for the third time in school history, and for finishing one of the most successful seasons in the school's history with a 27 - 2 record.



Presented this 4th Day
of May 4, 2026

President, Board of Commissioners

Township Manager

Township of Upper St. Clair



ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA

Awards This

CERTIFICATE OF ACHIEVEMENT

to

CATHERINE MILLER

In recognition of outstanding performance, the Township and its residents congratulate you on capturing first place at the 2026 Swimming Class AAA Western Pennsylvania Interscholastic Athletic League (WPIAL) Championships in the Girls' 100-yard Butterfly, and for placing 7th in the 100-yard Freestyle; and for placing 6th at the 2026 Pennsylvania Interscholastic Athletic Association (PIAA) Class AAA Championships in the Girls' 100-yard Fly in a School Record time of 55.90, and for placing 26th in the 100-yard Freestyle, and for your commitment to both individual and team excellence.

Presented this 4th Day
of May, 2026



President, Board of Commissioners

Township Manager

Official Proclamation Township of Upper St. Clair

A PROCLAMATION OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, CONGRATULATING NAZAR ZOUKOVSKI, MEMBER OF THE UPPER ST. CLAIR HIGH SCHOOL BOYS' SWIM TEAM.

WHEREAS, Nazar Zoukovski captured the Swimming State Title Class AAA, at the 2026 Pennsylvania Interscholastic Athletic Association (PIAA) Championships at Bucknell University in Lewisburg, by assisting his team in winning a gold medal for first place in the 100-yard Freestyle with a finish time of 44.19, setting a new school record; and,

WHEREAS, Nazar captured fourth place at the PIAA Championship in the 50-yard freestyle in addition to assisting his team to a 2nd place finish in the 200-yard Freestyle Relay, which established a new school record with a time of 1:22.75, and 3rd place finish in the 200 medley relay and,

WHEREAS, Nazar a senior, also placed 1st at the WPIAL Championship in the 100-yard Freestyle, and 3rd in the 50-yard Freestyle; and, assisting his team with a 3rd place overall and,

WHEREAS, it is the desire of the Board of Commissioners of the Township of Upper St. Clair to recognize Nazar Zoukovski for his significant achievements.

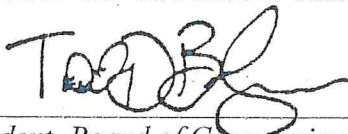
NOW, THEREFORE, BE IT PROCLAIMED, by the Board of Commissioners of the Township of Upper St. Clair as follows:

THAT, the Board of Commissioners of the Township of Upper St. Clair on behalf of its citizens, commends and congratulates Nazar Zoukovski for his PIAA and WPIAL Swim Championships, and for his valuable contribution to the Upper St. Clair High School Boys Swim Team which concluded a successful 2025 - 2026 season.

ADOPTED this 4th day of May, 2026



TOWNSHIP OF UPPER ST. CLAIR

By 
President, Board of Commissioners

ATTEST:


Township Manager

BOARD OF COMMISSIONERS MEETING MINUTES

April 6, 2026

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, April 6, 2026, 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 Burlingame President
Commissioner Graves Vice President
Commissioner Herrod
Commissioner Madden
Commissioner Pardini
Commissioner Plutko
Commissioner Thomas

Mark S. Mansfield	Assistant Township Manager
Kristen L. Burch	Director of Finance
Adam A. Benigni	Director of Community Development
Irving S. Firman	Township Attorney
Michael J. Galet, P.E.	Township Engineer
Autumn Gibson	Recording Secretary

EXCUSED: Matthew R. Serakowski Township Manager

PUBLIC: Approximately 13 people attended.

RECOGNITIONS

Commissioner Herrod presented a Proclamation to Mr. Chris Gmiter, Library Director, in recognition of National Library Week, April 19 - 25, 2026. Library Staff members Shylu Venkatesh and Karen Hathaway were also in attendance.

Mr. Gmiter, thanked the Board and expressed his Staff's pride in working with Township Staff, the Board of Commissioners and the community.

Commissioner Burlingame thanked Mr. Gmiter and his staff for everything they do in our community.

REVIEW OF BOARD OF COMMISSIONERS' REGULAR MEETING MINUTES OF March 2, 2026

Commissioner Plutko moved to approve the Regular Meeting Minutes of March 2, 2026. This was seconded by Commissioner Thomas and carried with a 7-0 voice vote.

PUBLIC COMMENTS

Mr. Matt Amick, 192 Devonwood Drive, expressed many residents on Devonwood Drive, Truxton Drive and Blairmont Drive share his concerns regarding the safety of their children due to high school students driving too fast. He expressed frustration over having to contact the police and school district transport manager multiple times regarding these issues. He noted in past years, there have been cars that crashed into trees where the roundabouts are, which were replanted and then hit again.

Mr. Amick stated that the residents who signed the petition and joined him in attendance this evening have shown up to support the children and their safety. Mr. Amick stated they are not here to petition the calming measure; however, he raised concerns regarding the recent speed study conducted during Murdstone Road's closure, noting that the community supports existing traffic policies, but believes this study was flawed. Mr. Amick requested clarity regarding future measures, including the effectiveness of newly installed speed signs. Mr. Amick stated the community would like to know what the Township's plan is and he thanked his neighborhood for their support.

Commissioner Burlingame asked if there were any comments or questions from the board.

Commissioner Burlingame thanked Mr. Amick stating that things get done when people stand up and talk to the Board on numerous occasions. He thanked everyone for coming out and supporting these issues. He asked Mr. Benigni to address their questions.

Mr. Benigni stated that a few speed recording signs have been put up, and although it's spring break, this data will be reviewed against additional data collected after a month to compare school and non-school periods to assess any differences.

Mr. Frank Gaudio, 2163 Blairmont Drive, asked Commissioner Herrod's opinion regarding these issues since this neighborhood is in his Ward. Mr. Gaudio inquired what Commissioner Herrod's definition of speeding is. In response, Commissioner Herrod referred to when he previously met with Mr. Amick and observed the neighborhood. He stated it is hard to judge what's going on in 15-20 minutes and that the traffic experts and police signs that take computerized speed to clock every car traveling the road will have the real numbers to know if it is speed.

Discussion ensued between Mr. Benigni, Mr. Gaudio and Commissioner Pardini regarding the definition of speeding and the Township's traffic calming policy. Mr. Gaudio asked how the Township determines the placement of signs. In response, Mr. Benigni stated that the signs already in place will catch speeds coming from both directions of the hill.

Mr. Gaudio noted that speed at the crest of the hill is at its slowest, while speed increases as one descends due to gravity, suggesting that signs posted at the hill's crest fail to capture the faster speeds reached at the bottom. Speed increases as you go down the hill and both are capturing speed at the crest of the hill is obviously different than capturing speed at the bottom of the hill.

Commissioner Pardini, stated he would support posting a police officer on Devonwood Drive at the given school traffic times over spending additional money to conduct another traffic study.

Mr. Amick, stated that a police officer sat in his driveway; however, it only solves the issue for a certain timeframe and only influences the behaviors of current drivers. Mr. Amick expressed concern over drivers who start a year from now, starting these issues will be recreated as new student drivers travel to school.

Continued discussion ensued between Mr. Amick and Commissioner Pardini regarding how drivers would respond to increased police presence. Mr. Amick emphasized the importance of implementing measures to address speeding in a neighborhood with many children, specifically suggesting speed bumps or stop signs. Mr. Amick stated that he believes the focus should be on ensuring safer driving conditions for residents over solely relying on police enforcement as a long-term solution.

Mr. Matt Lanz, 191 Devonwood Drive, stated he lives across the street from Mr. Amick. Mr. Lanz stated he has shared many videos of drivers speeding up Devonwood Drive from Murdstone Road and suggested repositioning the speed traps to the opposite direction to catch drivers coming down Murdstone Road. Mr. Lanz stated that speeds pick up on this stretch where the tree has been taken out multiple times. He agreed with Mr. Amick that drivers slow down when they approach the crest of the hill; however high speeds coming down Murdstone Road are very dangerous.

Mr. Lanz, expressed concerns about conducting a new study and requested the Township take action to put a stop sign at the top of Hycroft Drive. Mr. Lanz stated the neighborhood is getting busier with new babies being born and children running. Mr. Lanz emphasized his concerns for safety of the children and requested the Township take action to keep them safe.

Ms. Anne Kulli, 2044 Murdstone Road, stated she has three children. Ms. Kulli inquired about the cost of a traffic study compared to the cost of placing a stop sign or speed bump. Ms. Kulli expressed concerns over spending the time and money to conduct another study and to utilize police officers in a neighborhood driveway when their time could be better spent elsewhere. Ms. Kulli stated she cares about everyone's neighborhood just as much as her own and she expects something to be done about unsafe driving in any community neighborhood.

Ms. Kulli expressed concerns over the safety of the neighborhood, noting that a tree has been struck multiple times, highlighting a risk to children. She mentioned a former resident who marked the tree with reflective dots after every time the tree had been hit. Ms. Kulli criticized a comment suggesting children's safety is secondary to driver convenience and voiced her willingness to advocate for solutions, like a stop sign or speed bump, by collecting funds from neighbors. She demanded clarity on costs and the nature of the underlying issue.

Commissioner Burlingame stated this is not a cost issue. Each year we get countless requests for speed bumps, stop signs, and traffic calming measures throughout the Township. We must have some level of criteria to administer, otherwise they will be everywhere.

Continued discussion ensued between Ms. Kulli and Commissioner Burlingame regarding concerns over excessive speed bump requests and their effectiveness in neighborhoods with children. Ms. Kulli expressed again that she would be willing to seek financial contributions from the community.

Mr. Cliff Rowe III, 2119 Blairmont Drive, stated he has three children and like many people in his neighborhood he would like to know why the Township will not place a speed bump. Mr. Rowe indicated he understands why they cannot be placed on Route 19; however, as taxpayers, his neighborhood is asking the Township to support the safety of their children. Mr. Rowe indicated he feels as though the Township is pushing back. In response Commissioner Burlingame stated that the Board is not pushing back; however, the initial study did not call for speed bumps.

Mr. Amick, asked if the signs are tracking speed and volume, stating that volume is one of the traffic calming criteria their neighborhood did not meet in certain areas of the street. Mr. Benigni confirmed that the signs track both speed and volume.

Mr. Alfred Cupelli, 200 Devonwood Drive, stated that he and his children grew up in the house he currently lives in. Mr. Cupelli stated a general observation over the last 60 years is that young families are the life blood of the community, and the current driving patterns in his neighborhood are not good.

Commissioner Pardini, reiterated that he believes that increased police presence will do more for changing driving behaviors in this neighborhood than speed bumps would.

Mr. John Hagan, 2042 Hycroft Drive, stated his street is extraordinarily quiet and he loves it. Mr. Hagan shared that he recently moved from Mt. Lebanon where he couldn't let his children run on the street, but now they can. Mr. Hagan shared he is thankful he has a large SUV because when turning left onto Devonwood Drive from Hycroft Drive, many cars dangerously speed up the street. Mr. Hagan stated that it can be terrifying making this turn and he requested action from the Board.

Commissioner Burlingame thanked everyone for coming out from the Devonwood neighborhood and stated we hear you loud and clear and we have a test underway.

Commissioner Thomas inquired if there are white strips on Devonwood Drive that police use to time cars traveling through, noting that sometimes those can minimize speeding. In response, Commissioner Herrod stated he did not observe any white stripes on the side of the hill when he previously visited Mr. Amick's house.

Mr. Rowe expressed that increased police presence is only a temporary solution and their resources are better used elsewhere in the Township instead of sitting in someone's driveway.

Commissioner Pardini, stated the Board will listen and vote on this; however, he believes utilizing police in the neighborhood is the answer.

Mr. Gaudio, confirmed there are white strips at the bottom of Devonwood Drive where it meets Blairmont Drive close to Westminster and where Devonwood Drive meets Blairmont Drive on the opposite end. Mr. Gaudio inquired about the effectiveness of using VASCAR strips to time vehicles and expressed skepticism about the Township's traffic calming criteria. Mr. Gaudio stated that even one fast driver is too many.

Mr. Jay Lynch, 2144 Blairmont Drive, inquired about the policy to determine the placement of speed bumps or traffic calming measures, especially amid multiple neighborhood requests. Mr. Lynch emphasized the group's goal of fairness and asked what criteria will be used to prioritize locations for future traffic calming efforts. Mr. Lynch requested advice on how concerned citizens from his neighborhood can influence the decision-making process regarding speed bump placements.

Commissioner Burlingame stated that what the neighborhood has done this evening is the perfect start to bring the Board's attention to this matter in multiple ways.

Noting no additional comments or questions regarding the Devonwood Drive neighborhood, Commissioner Burlingame stated that there is another item to discuss that is not on the agenda this evening. Commissioner Burlingame stated that this is one of his favorite weeks of the year, not only being library week, but also a week to recognize the Upper St. Clair Athletic Association (USCAA) and invited Mr. Ryan Pope, current President of the USCAA to speak.

Mr. Pope shared this is his second year as President of the USCAA and he graduated from Upper St. Clair High School. Mr. Pope stated he and his wife have lived in the community over 20 years, with over half the time being involved with USC sports. Mr. Pope stated he is joined by Mr. Eric Lund, past president and current fields and facilities coordinator, along with Mr. Mike Ressler, Travel Soccer Commissioner. The USCAA members thanked the Township Commissioners for inviting them, stated the USCAA has existed since 1955. Their mission has always been to create

opportunities for the Township youth to participate and compete in athletics. The USCAA represents approximately 3,700 kids across eleven different sports. Their program is healthy and continues to grow each year.

Mr. Pope expressed gratitude on behalf of USCAA to the Township for their support, specifically acknowledging Matthew Serakowski, Township Manager, Paul Besterman, and Chris Biswick. He highlighted the Township's commitment to improving fields and facilities, noting that the community offers some of the nicest fields in the greater Pittsburgh area. Mr. Pope mentioned the positive feedback regarding the new Morton Complex and the activity seen on the fields and playgrounds. He also thanked Rich Botz and Gary Schafer for their contributions. To demonstrate appreciation, the USCAA presented a check for \$37,170, for user fees. The USCAA looks forward to continuing their partnership to enhance youth sports in the community.

Commissioner Burlingame stated his family is very grateful for the USCAA and most of the current Commissioners have children who have participated in youth sports. Commissioner Burlingame stated it is very special to support the USCAA and acknowledged the teamwork atmosphere for Morton Fields. He stated everyone went beyond expectations with the quality of the fields and he is happy to see them being used both recreationally and with travel sports.

Mr. Lund and Mr. Pope confirmed that it has been tremendous to utilize the Morton fields, allowing the USCAA to play as early as March and April on the turf fields when they traditionally would not have been able to play. The USCAA has been utilizing the facility for lacrosse, growing soccer programs, baseball, and softball. They thanked the Township for continued support.

Mr. Mike Ressler, 1410 Lattidome Drive, stated as the current soccer Commissioner for the Pennsylvania West organization, he has scheduled more home games earlier in the season to utilize the turf. Mr. Ressler stated that less games have been canceled due to weather and he thanked the Township for their continued support.

Commissioner Burlingame, asked if there were any questions or comments from the board.

In response, Commissioner Graves requested to loop back to the Devonwood residents. Commissioner Graves acknowledged their concerns about the frequently ignored stop sign in the area and related his personal experiences from his neighborhood, highlighting the potential danger for children, including those with disabilities. Commissioner Graves emphasized the importance of addressing these issues and assured the residents that their concerns would be taken seriously as the Township process continues. He reiterated his commitment to ensure that actions are taken to move forward with necessary changes.

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

OLD BUSINESS

None.

NEW BUSINESS**RECOMMENDATION RE. APPROVAL OF CONTRACTS**

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

Groll Ornamental Iron Works, Pittsburgh, PA	Municipal Building Sidewalk Railings	\$61,870
Tri-Star Motors Blairsville, PA	Two (2) 2026 Ford F-600 4x4 Cab and Chassis (COSTARS Contracts #025-E22-550)	\$119,280
Stephenson Equipment, Inc. Lilly, PA	Two (2) 9' Aluminum Dump Body Upfit with stainless steel tailgate sale spreader, salt and liquid dispensing system and 9" snowplow (COSTARS Contracts #25-E22-432)	\$150,044

A simple motion and voice vote will authorize these contracts.

In response Commissioner Thomas's inquiry, Mr. Mansfield confirmed the sidewalk railings will replace the cones in front of the Municipal building. Mr. Mansfield spoke with Rich Botz, Director of Public Works, who confirmed that the railings should be installed mid-to-late summer.

Commissioner Burlingame, asked if there were any questions from the public or the board and there were none.

MOTION AND VOTE TO APPROVE CONTRACTS

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

RECOMMENDATION RE. APPROVAL OF OPTION TO BE INCLUDED IN THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAMS

Mr. Mansfield stated that Staff has prepared Resolution No. 1796, which authorizes the Township to opt in the Allegheny County Community Development Block Grant. Staff recommends the adoption of Resolution No.1796, which may be accomplished by a simple motion and roll call vote.

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

Commissioner Graves inquired about the specifics listed in the Resolution for this grant program and expressed concern over the language regarding including the Municipality's population as part of the threshold population figure necessary to qualify the County as an "urban county". Commissioner Graves inquired if this could impact the Township's eligibility for future grants.

In response, Mr. Mansfield stated the Township has opted in to this program for over 40 years and he has not observed a negative impact in grant eligibility. Mr. Mansfield stated that the CDBG program is one of the smaller grant programs the Township uses, usually for ADA accessibility items.

Commissioner Burlingame, asked if there were any additional questions from the public or the board and there were none.

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1796

Commissioner Thomas moved to adopt Resolution No. 1796 Re. Approval of Option to be Included in the Allegheny County Community Development Block Grant (CDBG) and Home Investment Partnerships Programs. This was seconded by Commissioner Herrod and carried with a 7-0 roll call vote.

RECOMMENDATION RE. APPROVAL FOR A GRANT APPLICATION THROUGH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE UPPER ST. CLAIR MONTOUR TRAIL ACCESS FEASIBILITY ASSESSMENT

Mr. Benigni, stated the Township desires to apply for a grant through Greenways Trails and Recreation Program of the Commonwealth Financing Authority in the amount of \$96,000 to be used for the Upper St. Clair Montour trail access feasibility assessment. Resolution 1797 authorizes Mark Mainsfield, Assistant Township Manager, to file applications, documents, and forms between the Township and the DCED. Staff recommends the adoption of Resolution No. 1797, which may be accomplished by a simple motion and roll call vote.

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

MOTION AND VOTE TO ADOPT RESOLUTION NO. 1797

Commissioner Graves moved to adopt Resolution No. 1797 Authorizing the Township to enter into a multi-year Agreement with the Pennsylvania Department of Transportation for Comprehensive Road Maintenance. This was seconded by Commissioner Thomas 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 Herrod which carried with a 7-0 voice vote, the meeting was adjourned at approximately 8:22PM.

Autumn Gibson
Recording Secretary
April 6, 2026

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

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

Date: May 1, 2026

Subject: DISCUSSION RE. PLC26-9301 – AMENDMENT TO CHAPTER 93 OF THE TOWNSHIP CODE ENTITLED “PARKS AND PLAYGROUNDS” TO ADD STANDARDS FOR THE OPERATION OF E-BIKES AND ELECTRONICALLY MOTORIZED DEVICES ON TOWNSHIP PROPERTY.

The proposed amendment to Chapter 93 updates the Township’s regulations governing parks, parklets, traffic islands, and other municipally owned property by adding definitions and operational standards related to electric bicycles (e-bikes) and electronically motorized devices. The ordinance continues the general prohibition on motorized devices while permitting qualifying e-bikes, subject to specific safety and operational requirements, including pathway restrictions, a 15 mph speed limit, age and helmet requirements, and pedestrian right-of-way provisions.

At the May 4, 2026 meeting, the Board of Commissioners will review and discuss the proposed ordinance and provide feedback. Staff anticipates presenting the ordinance for formal consideration and potential adoption at the June 1, 2026 meeting.

Staff Recommendation

Staff recommends that the Board of Commissioners discuss the proposed ordinance and provide direction as appropriate, with anticipated consideration of adoption at the June 1, 2026 meeting.

Attachments

1. Draft Bill

K:\CityView\Doc\PLC 2026\PLC26-9301 E-Bikes\Packet for BOC INFO - April 27 2026\TM Memo 04.24.26.doc

BILL NUMBER X-XX
DATE ADOPTED
ORDINANCE NO.

TOWNSHIP OF UPPER ST. CLAIR

AN ORDINANCE OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY OF THE COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 93 OF THE TOWNSHIP CODE "PARKS AND PLAYGROUNDS" TO UPDATE CERTAIN CODE SECTION REFERENCES CONTAINED THEREIN

WHEREAS, Chapter 93 of the Code of the Township "Parks and Playgrounds" has been reviewed by the Township Manager, the Director of Planning & Community Development, the Director of Director of Recreation & Leisure Services and the Township's Police Department and it has been determined that certain Code section references should be corrected; and

WHEREAS, the Township desires to amend Chapter 93 of the Code of the Township to address the referenced Code section references; and

WHEREAS, the Board of Commissioners has given careful consideration to all public comments and has determined that adoption of this Ordinance is beneficial to the health and welfare of the citizens 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 that:

SECTION 1. Section 93.1. "Definitions", is hereby amended by the following insertions shown in highlighted text:

The following terms, when used in this chapter, shall have the meanings ascribed to them in this section:

E-BIKE - A pedalcycle not more than 100 pounds with two or three wheels more than 11 inches in diameter, manufactured or assembled with an electric motor system rated at not more than 750 watts and equipped with operable pedals and capable of a speed not more than 20 miles per hour on a level surface when powered by the motor source only. The term does not include a

device specifically designed for use by persons with disabilities.

ELECTRICALLY MOTORIZED DEVICE - Includes but is not limited to motor-driven cycles (a motorcycle, including a motor scooter, with either an electric or combustion-powered motor) and onewheels (a self-balancing electric skateboard with a single tire).

PEDESTRIAN - Any person traveling on foot, including those using mobility aids such as wheelchairs.

SECTION 2. Section 93.2. "Rules and regulations", is hereby amended by the following insertions shown in highlighted text:

93.2.14. No **ELECTRICALLY MOTORIZED DEVICE**, motorcycles, motor scooters, minibikes or gas powered vehicles will be permitted to operate within parks, parklets, or traffic islands or any other municipally-owned property except that **E-BIKES**, as defined in § 93.1, are permitted subject to the regulations set forth in § 93.2.22 through § 93.2.27.

...

93.2.22. Operation of E-BIKES.

93.2.22.1. Purpose. The purpose of this section is to ensure the safety and enjoyment of all residents and visitors in Township PARKS, PARKLETS, TRAFFIC ISLANDS and all other municipally-owned property by regulating the use of E-BIKES.

93.2.22.2. Compliance with Pennsylvania Vehicle Code. All persons operating a motor-driven cycle, as defined in § 93.1, shall be subject to all duties applicable to the driver of any other vehicle under the Pennsylvania Vehicle Code (Title 75), except as to special provisions contained in Chapter 35 of the PA Vehicle Code and except as to those provisions of the PA Vehicle Code which by their nature can have no application. This includes but is not limited to appropriate titling and registration requirements set forth by the Pennsylvania Department of Transportation.

93.2.22.3. Appropriate Use.

93.2.22.3.1. A person propelling an E-BIKE shall not ride other than upon or astride a permanent and regular seat attached to the device.

93.2.22.3.2. No E-BIKE shall be used to carry more persons at one time than the number for which the device is designed and equipped.

93.2.22.4. Helmet Requirement. All operators of E-BIKES under the

age of twenty-one (21) must wear a helmet at all times while operating the device.

93.2.22.5. Pathway Restrictions.

93.2.22.5.1. E-BIKES must remain on asphalted or concreted pathways at all times while operating in Township PARKS, PARKLETS and all other municipally-owned property.

93.2.22.5.2. E-BIKES are prohibited from being used on grass, fields, or open spaces within PARKS, PARKLETS and all other municipally-owned property, including shelters, courts, playgrounds, and picnic areas.

93.2.22.6. Age Restrictions. All operators of E-BIKES must be at least 16 years of age.

93.2.22.7. Speed Limits. The maximum speed limit for E-BIKES on pathways in PARKS, PARKLETS and all other municipally-owned property is 15 miles per hour.

93.2.22.8. Yielding to PEDESTRIANS. All operators of E-BIKES must yield the right-of-way to PEDESTRIANS at all times while on Township property. This includes:

93.2.22.8.1. Reducing speed and preparing to stop when approaching PEDESTRIANS.

93.2.22.8.2. Giving an audible signal before overtaking and passing PEDESTRIANS.

93.2.22.8.3. Maintaining a safe distance from PEDESTRIANS at all times.

93.2.22.9. Hours of Operation. E-BIKES may only be operated in PARKS and PARKLETS from dawn to dusk, consistent with § 93.2.13.

93.2.23.10. Responsibility of Parent or Guardian. The parent of any child or the guardian of any ward shall not authorize or knowingly permit the child or ward to violate any of the provisions of this section relating to the operation of an E-BIKE.

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 JUNE, 2026.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By: _____
President, Board of Commissioners

Township Manager/Secretary

MEMORANDUM

To: Matthew R. Serakowski, Township Manager

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

Date: May 1, 2026



Subject: RECOMMENDATION RE. ESTABLISH PUBLIC HEARING RE. PLC26-1301 – ZONING TEXT AMENDMENT TO CHAPTER 130 OF THE TOWNSHIP CODE ENTITLED “ZONING” TO ADD A DEFINITION OF TOBACCO/VAPE SHOP TO SECTION 130.3, DEFINITIONS AND ADD TOBACCO/VAPE SHOP AS A CONDITIONAL USE IN THE C3, REGIONAL SHOPPING CENTER DISTRICT.

The Township has initiated a proposed zoning text amendment to Chapter 130 of the Township Code to address the classification and regulation of Tobacco/Vape Shops. The amendment would establish a formal definition for “Tobacco/Vape Shop” within Section 130.3 (Definitions) and permit this use within the C3 Regional Shopping Center District as a conditional use.

The purpose of this amendment is to provide clarity in the Township Code regarding these types of businesses and to ensure they are appropriately regulated and located in areas consistent with the Township’s planning objectives. By designating tobacco and vape shops as a conditional use within the C3 District, the Township maintains oversight through the conditional use process while allowing for their consideration in areas intended for regional-scale commercial activity.

Staff Recommendation

It is recommended that the Board of Commissioners establish the public hearing on July 6, 2026 by adoption of Resolution No. 1798 (Attachment 2). This may be accomplished by a roll call vote.

Attachments

1. Resolution No. 1798
2. Draft Ordinance

TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1798

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 TOWNSHIP CODE ENTITLED "ZONING" TO ADD A DEFINITION OF TOBACCO/VAPE SHOP TO SECTION 130.3, DEFINITIONS AND ADD TOBACCO/VAPE SHOP AS A CONDITIONAL USE IN THE C3, REGIONAL SHOPPING CENTER 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, 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 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 a proposed amendment 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, and it is hereby resolved by the Board of Commissioners of the Township of Upper St. Clair, as follows:

THAT, a public hearing on the proposed amendment shall be held on Monday, July 6, 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 and the Pennsylvania Municipalities Planning 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 July 6, 2026.

RESOLUTION NO. 1798 PAGE 2

ADOPTED THIS 4TH DAY OF MAY, 2026.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By: _____
President, Board of Commissioners

Township Manager/Secretary

BILL NUMBER _____

DATE ADOPTED _____

ORDINANCE NO. _____

TOWNSHIP OF UPPER ST. CLAIR

AN ORDINANCE OF THE TOWNSHIP OF UPPER ST. CLAIR, A HOME RULE MUNICIPALITY OF THE COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CHAPTER 130 OF THE TOWNSHIP CODE ("ZONING") TO DEFINE "TOBACCO/"VAPE" SHOP" AND TO ESTABLISH TOBACCO/"VAPE" SHOPS AS A CONDITIONAL USE IN THE C3, REGIONAL SHOPPING CENTER DISTRICT.

WHEREAS, The Township of Upper St. Clair (the "Township") has the power to protect the health, safety, and welfare of people and property in the Township; and

WHEREAS, The Township recognizes the rise in popularity of businesses within the Commonwealth of Pennsylvania marketing vape, tobacco, cannabinoid products, and other similar products that have been shown to have negative health effects on consumers of all ages; and

WHEREAS, The Township believes it is in the best interest of its residents and citizens to establish regulations related to the location and use of these businesses within the Township; and

WHEREAS, the Township of Upper St. Clair seeks to amend Chapter 130, entitled, "Zoning," by establishing the definition and zoning district permitting "TOBACCO/"VAPE" SHOP" as set forth herein; and

WHEREAS, the Amendment was reviewed by the Planning Commission at a public meeting held on _____, after which the Planning Commission submitted a recommendation to the Board of Commissioners dated _____; and

WHEREAS, the Amendment was sent to the County of Allegheny Economic Development Department on _____; and

WHEREAS, the Board of Commissioners have given careful consideration to all public comments and has determined that adoption of the Amendment is beneficial to the health and welfare of the the residents 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 as follows:

SECTION 1. The Code of the Township of Upper St. Clair at Chapter 130 ("Zoning"), Section 130.3 ("Definitions") is hereby amended by adding the following definition:

[130.3.375] TOBACCO/"VAPE" SHOP – A RETAIL establishment dedicated to the display, sale, distribution, delivery, offering, marketing or use of tobacco, tobacco products, alternative nicotine products/instruments, or cannabidiol (CBD), or any combination thereof, including but not limited to cigarettes, cigars, e-cigarettes (vapes), hookahs, or electronic smoking liquid (e-liquid or vape juice). This definition does not include GASOLINE STATIONS, FOOD STORES or PHARMACIES that carry conventional tobacco or tobacco products as ancillary sales.

SECTION 2. The Code of the Township of Upper St. Clair at Chapter 130 ("Zoning"), Section 130.3 ("C3 Regional Shopping Center District") Subsection 130.16.2.2. ("CONDITIONAL USES") is hereby amended by inserting the following new subsection under Planned regional SHOPPING CENTER developments including and limited to the following USES:

130.16.2.2.1.1.9 TOBACCO/"VAPE" SHOP

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

SECTION 4. 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 ____ DAY OF _____ 2026.

TOWNSHIP OF UPPER ST. CLAIR

ATTEST:

By: _____
President, Board of Commissioners

Township Manager/Secretary



MEMORANDUM

To: Matthew R. Serakowski, Township Manager

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

Date: May 1, 2026

Subject: **PRESENTATION RE. 2024 DEVONWOOD DRIVE TRAFFIC CALMING POLICY**



The Township Traffic Engineer will present the findings of the 2024 Devonwood Drive Traffic Calming Study, including an overview of traffic volumes, speeds, and observed conditions at the Board of Commissioners Regular Meeting on May 4, 2026.

Attachment

1. Traffic Calming Program Policy

TOWNSHIP OF UPPER ST. CLAIR TRAFFIC CALMING PROGRAM POLICY

PURPOSE OF TRAFFIC CALMING

The purpose of this Traffic Calming Program is to preserve and improve the safety of residents within neighborhoods by reducing traffic volumes and speeds through the use of traffic calming measures. Traffic calming involves the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for pedestrians, bicyclists and other non-drivers.

GOALS AND POLICIES

The goal of the Traffic Calming Program is to:

- Improve driver attention, awareness and behavior;
- Promote safe and pleasant conditions for residents, motorists, pedestrians and bicyclists on neighborhood streets;
- Preserve and enhance pedestrian and bicycle access to neighborhood destinations;
- Encourage citizens to be directly involved in neighborhood traffic management activities; and
- Provide a process that will equitably address requests for action by neighborhood residents and will balance resident's needs with all users of the Township's streets.

In pursuing these goals, the Township supports the following policies:

- Implement traffic calming measures that are appropriate and effective for a given situation or roadway and improve public safety without jeopardizing emergency response needs and not creating hazards or nuisances;
- The Township will work cooperatively with its citizens to employ a variety of measures that help reduce traffic speed and/or volumes on local and collector streets;
- Permanent traffic calming measures will be designed in conformance with sound engineering and planning practices and, when possible, should complement the residential character of the neighborhood.
- Traffic calming measures employed along particular street corridors should not create substandard traffic conditions on other streets;

- Ensure that any proposed traffic calming installation has public support in the affected neighborhood(s) before it is implemented; and,
- Welcome citizen input and involvement in all phases of the program.

EDUCATION, ENFORCEMENT AND ENGINEERING

Successful traffic calming requires a comprehensive approach that does not rely on any single solution (e.g. speed humps) or strategy. While there are various techniques that the Township will look to deploy, a sound approach revolves around Education, Enforcement, and Engineering.

Education: Provides information through a variety of outlets that will help residents make informed decisions about neighborhood traffic concerns and influence driving behavior. Educational efforts are often the most readily implementable means of modifying driver behavior.

Enforcement: Engages the Township Police Department to focus traffic and speed enforcement efforts in areas of particular concern.

Engineering: Combines physical measures to reduce the negative impact of motor vehicles, alter driver behavior, and improve conditions for pedestrian and non-motorized street traffic.

TRAFFIC CALMING STUDY AND APPROVAL PROCESS

INTRODUCTION

The Traffic Calming Program begins with an initiation step, which all requests undertake, then follows one of the three tiers of implementation, depending on the level of traffic calming requested. The tiers are those devices listed in Appendix "A" of this document - Traffic Calming Toolbox.

Most Tier 1 traffic calming devices can be implemented by the neighborhood or Township at little or no cost. If more than one traffic calming project (consisting of Tier 2 or 3 devices) is being proposed, a ranking system will be used to prioritize projects that meet the criteria established in the study and approval process. Sufficient funding may not be available to complete all of the traffic calming projects identified. Therefore, the ranking system will establish the order in which projects will be completed, subject to the approval of the Board of Commissioners. The ranking system and traffic data criteria can be found in Appendix "B."

STEP 1 – NEIGHBORHOOD EDUCATION AND ENFORCEMENT (TIER 1)

The Tier 1 process begins when an individual resident or a group of residents submits a written request to the Township Manager that includes a discussion of the current traffic problem and identifies a potential neighborhood coordinator.

The request must be accompanied by a written petition, signed by residents from at least twenty

(20) households in the surrounding neighborhood of the location that is of concern.

The Tier 1 techniques and tools provided can be deployed almost immediately and most may be implemented by the neighborhood itself without Township action. Prior to the initiation of a formal Engineering Traffic Study, a Tier 1 program must be implemented by a neighborhood in order to proceed to a Tier 2 or 3 Traffic Calming Study.

Some requests may be able to be addressed immediately, without the need for traffic calming. These include issues related to safety, e.g., trimming of landscaping that obstruct sight distance, replacement of worn or missing signs, restriping of lane lines, etc (see Appendix "A"). The Program Administrator, a designated staff member appointed by the Township Manager, will determine whether a concern should be addressed immediately or qualifies as a potential traffic calming project and follow the process herein discussed.

After initiation of the Tier 1 program, a test period ranging from three to twelve months should be considered to determine the effectiveness of the measures. During this period, a neighborhood survey will be conducted to gauge neighborhood support for the implemented traffic calming measures. If the Township receives affirmative responses from at least 60 percent of the households in the study area that a traffic volume or speed problem still exists, the request will be forwarded to the Township Traffic Engineer to perform an engineering traffic study (Step 2).

STEP 2 - ENGINEERING TRAFFIC STUDIES FOR TRAFFIC CALMING (TIERS 2 & 3)

Prior to considering the need for traffic calming, an Engineering Traffic Study will be completed.

This step will involve developing a traffic calming plan to meet the study's specific goals and obtaining consensus from the neighborhood regarding the goals as developed in Step 1 of the plan.

The Program Administrator and Township Traffic Engineer will define and approve the study area and data collection plan. The data collection plan may include speed studies, automatic traffic recorder counts, intersection turning movement counts and origin/destination surveys. The Township and/or Township Traffic Engineer will collect data in the defined study area, as is appropriate.

Traffic data collection will be performed on Tuesdays, Wednesdays, and/or Thursdays, between the beginning of the school year and the end of the school year. In special situations where the identified problem occurs specifically outside the school year or on a Saturday due to retail generated traffic, the Program Administrator may approve collection of the data on the weekends.

If speed and/or volume warrants are met (see Table 1 – Traffic Data Criteria, Appendix "B") the Traffic Engineer will develop one or several optional plans to address the goals for the neighborhood, as well as design guidelines for their installation. The plan(s) may utilize one or more Tier 2 traffic calming devices, including but not limited to, temporary speed humps-and temporary speed warning devices. These plans will be developed to address the issues that have been identified in the neighborhood.

A number of design factors may affect the feasibility of traffic calming measures. These may include steep roadway grades, horizontal/vertical curvature of the roadway, proximity to other signalized/unsignalized intersections and drainage. In addition, other issues such as, snow removal, emergency response delays/access, additional noise, increase in accidents and on-street parking removal could affect the implementation and effectiveness of traffic calming measures.

All traffic calming plans developed as part of Step 2 will be presented at a meeting(s) to be organized by the Program Administrator. The meeting(s) will be publicized via the Township's various informational media and notification letters will be sent to each of the property owners in the study area. The Emergency Response agencies shall also be given the opportunity to review and provide comment on the proposed plan.

A consensus is developed within the neighborhood as to which option is preferred.

After initiation of the Tier 2 program, a test period ranging from three to twelve months will be considered to determine the effectiveness of the measures. During this period, a neighborhood survey will be conducted to gauge neighborhood support for the implemented traffic calming measures. If the Township receives affirmative responses from at least 60 percent of the households in the study area that the temporary devices should be made permanent, staff will forward the request to the Board of Commissioners for review (Step 3).

STEP 3 – APPROVAL PROCESS

This step requires the Board of Commissioners to review and approve the plan, either as recommended or with imposed modifications.

The Board of Commissioners may obtain public input by any of the following options:

1. Conduct a public meeting and solicit input.
2. Conduct another (or first) neighborhood survey for approval with a threshold requirement of greater than 60 percent of the households in favor required for approval.

The Board of Commissioners may approve the plan, modify the plan or reject the plan with an option of sending a rejected plan back to the Program Administrator and Traffic Engineer for further consideration. The Board of Commissioners will determine if the cost for implementation of the plan is within the Township's budget established for the year. If funding is not available, the plan may be deferred to a future year or funding may be requested from the neighborhood.

If the plan is approved, the Board of Commissioners will authorize its design and implementation on either a permanent or trial basis.

STEP 4 – INSTALLATION AND EVALUATION

This step involves installing the traffic calming devices, determining their effectiveness and reporting the results to the Program Administrator and Board of Commissioners. All permanent

traffic calming devices are to be installed during the Township's annual street resurfacing program. The Traffic Engineer will collect traffic data approximately one year after the installation of such devices to determine their effectiveness. Township staff will prepare a report with the Traffic Engineer's findings to be presented to the Board of Commissioners at a regularly scheduled meeting.

APPENDIX “A”

TRAFFIC CALMING TOOLBOX

INTRODUCTION

In keeping with the Policy Statement, the toolbox has been designed with three tiers of “tools” from subtle to aggressive. In all cases, it is necessary to begin with Tier 1 tools before moving to Tiers 2 or 3. With no exceptions, all traffic calming measures follow Pennsylvania Department of Transportation’s Pub 383 Pennsylvania’s Traffic Calming Handbook and the Manual on Uniform Traffic Control Devices (MUTCD).

Tier 1 Tools

Tier 1 tools are neighborhood driven and allows a neighborhood to take immediate action to address concerns. Residents take the initiative in conducting a neighborhood education program and undertake other measures such as trimming of landscaping that obstructs sight distance. Additionally, neighborhoods can request targeted police enforcement. The need for an engineering traffic study is not needed for Tier 1 measures. The following are Tier 1 traffic calming measures:

1. Neighborhood Education Program

Neighborhood education programs can include: personalized letters, flyers and newsletters as well as meetings, workshops, and neighborhood speed awareness signs. Programs focus on subjects such as pedestrian safety, enforcement and speeding impacts in order to heighten community awareness both consciously and subconsciously.

Neighborhood speed awareness signs may be provided to a study area on a short-term basis in order to raise awareness of speeding on residential roads. Signs can be provided to all residents within the study area or to a limited number of residents. Signs can also be relocated within the neighborhood to different locations/residences within this period with the purpose of making signs more visible to motorists/pedestrians since the signs are perceived as new signs.

This program may include the national program “Keep Kids Alive Drive 25” which was developed as a safety campaign targeting observance of residential speed limits by raising awareness.

2. Targeted Police Enforcement

Deployment of police officers for a period of time may be considered. The presence of officers should have an immediate effect on travel speeds. Repeated short-term deployments at differing times have been found to be more effective since it conditions drivers to anticipate enforcement. A single deployment would not have the same effect as drivers typically resort back to normal driving behaviors if no police presence is anticipated.

Tier 2 Tools

These measures focus on easily implemented and still relatively low-cost features. All Tier 2

measures require an Engineering Traffic Study. After installation, a test period ranging from three to twelve months should be considered to determine the effectiveness of the device. Shorter test periods may allow for the relocation of temporary traffic calming measures if they are not achieving the desired results. Furthermore, during this period a neighborhood survey should be conducted to gauge neighborhood support for the implemented traffic calming measures. The following are Tier 2 traffic calming measures:

1. Temporary Speed Warning Devices

Installation of temporary, post-mounted, speed warning devices may be considered. These devices alert the drivers of their current speed while traveling on the roadway. These devices can be installed for either short-term or long-term deployments and may include the following options: solar power, wireless Bluetooth connectivity, and data collection capabilities (speeds and volumes). The presence of these signs is expected to have an immediate effect on travel speeds.

2. Temporary Speed Humps and Speed Cushions

Measures such as temporary speed humps or speed cushions may be considered. This method would allow for the determination of the effectiveness of the traffic calming measure and aid in the determination of appropriate placement/modifications without the need for costly installations or removals of permanent measures. Temporary traffic control measures should resemble the permanent measures to the greatest extent possible including appropriate signage and pavement markings.

Tier 3 Tools

Tier 3 tools consist of permanent installation of traffic calming measures as developed by the Traffic Engineer. The plans may utilize one or more traffic calming devices, including but not limited to, speed humps, new regulatory signage, chokers, center islands, median barriers and realigned intersections.

Traffic calming measures must follow the Pennsylvania Department of Transportation's Pub 383 Pennsylvania's Traffic Calming Handbook and the Manual on Uniform Traffic Control Devices (MUTCD).

APPENDIX “B”

PROJECT SCREENING/ELIGIBILITY SCORE

The Manager or Program Administrator, a designated staff member appointed by the Township Manager, will determine if the request should be further evaluated and if the location is eligible for consideration with the assistance of the Township Traffic Engineer. If the roadway is eligible for consideration, the Township Manager or Program Administrator will request an eligibility review by the Township Traffic Engineer. The eligibility review will be a limited review of traffic data collected in the immediate area of concern to determine if the speed and/or volume warrants for traffic calming are met.

The collected traffic data will be compared to the criteria in the following Table 1 to determine eligibility for development of a traffic calming plan.

TABLE 1 - TRAFFIC DATA CRITERIA

Roadway Classification	Warrant	Threshold ¹
Local Street	Average Weekday Daily Traffic Volume ² (24-Hour)	> 2,000 vehicles per day
	85 th Percentile Speed ³	10 mph > posted speed limit
	Highest One Hour Traffic Volume on Average Day	> 200 vehicles per hour ⁴
Collector Street	Average Weekday Daily Traffic Volume ² (24-Hour)	> 3,000 vehicles per day
	85 th Percentile Speed ³	10 mph > posted speed limit
	Highest One Hour Traffic Volume on Average Day	> 300 vehicles per hour ⁴

- 1 Threshold volumes are two-way volumes.
- 2 Average Weekday Daily Traffic (AWDT) Volume is defined as the total volume of vehicular traffic during a typical 24-hour weekday.
- 3 85th Percentile Speed is defined as the speed on a roadway, at or below which 85 percent of the motor vehicles travel.
- 4 Represents 10% of the AWDT volume threshold. Based on PENNDOT's statewide k-factors for design of urban local and collector streets.

If the eligibility review determines that the appropriate speed/volume warrants are met, then a cumulative point value will be assigned to the petition as follows:

- One (1) point for every two-hundred (200) vehicles (local road)/two-hundred and fifty (250) vehicles (collector road) over the daily traffic volume criteria or one (1) point for every twenty (20) vehicles (local road)/twenty-five (25) vehicles based upon volume to

be considered, either per day or per highest peak-hour, whichever point total is greatest; and

- One (1) point for each mile per hour over the speed criteria.

The Township Manager or Program Administrator will maintain a priority list of all pending traffic calming petitions ranked by the point value assigned during the eligibility review. Projects selected for development of a traffic calming plan from the priority list will be at the discretion of the Township Manager, Program Administrator and/or the Board of Commissioners.

If the traffic data meets or exceeds one or more of the above criteria, the study location may be considered eligible for development of traffic calming plan to address the goals of reducing daily traffic volumes, speeds or hourly traffic volumes, or some combination of these goals.

MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski, Township Manager

Date: May 1, 2026

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

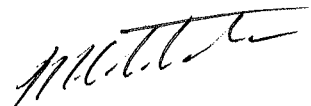
Staff recommends the following contracts for the Board's approval in accordance with Township Code:

Cleveland Brothers Caterpillar Murrysville, PA	One (1) 2026 Caterpillar 255-05 Skid Loader	\$85,111.00
General Recreation, Inc. Newton Square, PA	Tustin Park Playground Structure	\$84,568.20
Allegheny Fence Construction Co., Inc. Pittsburgh, PA 15207	Municipal Basketball Playground Fence	\$69,460.00
Stryker Sales, LLC Chicago, IL	Six (6) Model 6507 Power-Pro Ambulance Electronic Stretchers	\$199,961.76

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

/avg

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MEMORANDUM

To: Board of Commissioners

From: Matthew R. Serakowski

Date: May 4, 2026

Subject: **RECOMMENDATION RE. CABLE COMMUNICATIONS FRANCHISE AGREEMENT RENEWAL WITH COMCAST OF COLORADO/PENNSYLVANIA/WEST VIRGINIA, LLC**

Staff is recommending the Board's approval to execute the Cable Franchise Renewal Agreement between the Township of Upper St. Clair and Comcast of Colorado/Pennsylvania/West Virginia, LLC.

The following are the major provisions to the Cable Franchise Renewal Agreement:

- Franchise Fees
- Public, Education and Government ("PEG") Channels
- PEG Capital Grant
- Services to Community Facilities
- Right-of-Way Protections
- Customer Service Standards
- Reporting Requirements
- Cable System requirements and Service Area
- Monetary Fines for Violations
- Length of Franchise Term (10 years)
- Competitive Equity Provision

Staff recommends Board approval of Resolution No. 1799 to authorize the execution of the Cable Franchise Renewal Agreement between the Township of Upper St. Clair and Comcast of Colorado/Pennsylvania/West Virginia, LLC. This may be accomplished by a motion and roll call vote.

Attachment

Resolution No. 1799

/avg

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TOWNSHIP OF UPPER ST. CLAIR

RESOLUTION NO. 1799

A RESOLUTION OF THE TOWNSHIP OF UPPER ST. CLAIR, AUTHORIZING EXECUTION OF A CABLE FRANCHISE AGREEMENT BETWEEN THE TOWNSHIP AND COMCAST OF COLORADO/PENNSYLVANIA/WEST VIRGINIA, LLC.

WHEREAS, pursuant to Title VI of the Communications Act, the regulations of the Federal communications Commission (hereinafter referred to as the "FCC") and Pennsylvania law, the Township is authorized to grant and renew franchises to construct, operate and maintain a Cable System utilizing Public Rights-of-Way and properties within the Township's jurisdiction; and

WHEREAS, Comcast currently holds a cable franchise from the Township by virtue of a cable franchise agreement entered into by Comcast and the Township and such agreement is within the industry renewal window; and

WHEREAS, Comcast had requested that the Township renew Comcast's franchise to construct, operate, and maintain its Cable System over, under and along the aforesaid Public Rights-of-Way for use by the Township's residents; and

WHEREAS, the aforesaid Public Rights-of-Way used by Comcast are public properties acquired and maintained by the Township on behalf of the citizens of the Township, and the right to use said Public Rights-of-Way is a valuable property right; and

WHEREAS, the Township desires to protect and manage the aforesaid Public Rights-of-Way, establish standards of Subscriber service, maintain a technologically advanced Cable System, receive Franchise Fees for Comcast's use of the Township's Public Rights-of-Way as provided by federal law, obtain the use of an educational and governmental channel, establish certain reporting requirements, provide legal protections for the Township, and meet the current and future cable-related needs of its residents; and

WHEREAS, the Township has determined that this Agreement and the process for consideration of this Agreement complies with all applicable federal, state and local laws and regulations; and

WHEREAS, the Township has determined that public interest would be served by renewing Comcast's franchise according to the terms and conditions contained herein;

NOW THEREFORE BE IT RESOLVED, that the Township Board of Commissioners does hereby approve the cable franchise agreement negotiated with the Township, including all of the terms and conditions contained therein, and does hereby authorize the execution of such agreement.

THAT, The appropriate officers and officials of the Municipality are hereby authorized to take whatever actions are necessary to effectuate this Resolution.

ADOPTED THIS 4th DAY OF May 2026.

ATTEST:

TOWNSHIP OF UPPER ST. CLAIR

Township Manager/Secretary

By _____
President, Board of Commissioners