

Minutes of the Regular Meeting

of the South Park Township

Board of Supervisors

January 12, 2026

Pledge of Allegiance

Roll Call

Ed Snee presiding. Board members present: Lawrence Vogel, Sharon Adams, Debra Duncan, and Whitney Gastmeyer were present. Also in attendance were Karen Fosbaugh, Township Manager; Sergeant Banas; Irv Firman, Solicitor and Aaron Laughlin, Director of Public Works. Absent: Tom Bonidie, Code Enforcement Officer.

Two or more members of the Board of Supervisors were together on the following occasions which were executive sessions, informational meetings, or Township-related events:

Monday, December 8, 2025 – Prior to the regular meeting to discuss personnel issues.

Monday, January 5, 2026 – Discussion of Reorganization Meeting procedures.

Friday, January 9, 2026 – Executive session – Litigation, personnel issues, and quasi-judicial deliberations.

Monday, January 12, 2026 – Prior to the regular meeting to discuss personnel issues.

PLEASE BE INFORMED THAT THE TOWNSHIP OF SOUTH PARK RECORDS ALL PUBLIC MEETINGS AS PART OF THE MEETING MINUTES PROCESS.

ANYONE SPEAKING THIS EVENING IS REQUESTED NOT TO REPEAT THE SAME POINTS ADDRESSED AT A PRIOR MEETING. RESIDENTS ARE REMINDED THAT THE BOARD OF SUPERVISORS IS REGULATED TO ADHERE TO EXISTING ORDINANCES.

THE AUDIENCE AGENDA WAS PLACED ONLINE FOR RESIDENTS WHO MAY WISH TO OFFER PUBLIC COMMENT OR ASK A QUESTION WHICH WILL BE ENTERED INTO THE RECORD AT THE MEETING THIS EVENING. COMMENTS/QUESTIONS WERE TO BE SUBMITTED NO LATER THAN 4:30 P.M., MONDAY, JANUARY 12, 2026.

Mrs. Fosbaugh stated that an email was received on Sunday, January 11, 2026, from Jason Sobek. The email included two documents, one is a letter that he wanted included in the public record, the other is a map.

Mrs. Fosbaugh stated that an email request was received from Jim Caldwell, the subject being request for disclosure regarding board member health insurance benefits. This request will be reviewed.

Mrs. Fosbaugh stated that an email was received on Monday, January 12, 2026, from Mary D. Amoroso. The email contained a PDF with comments she plans to make at tonight's meeting with regard to Sleepy Hollow Road / Majestic Woods.

Mrs. Fosbaugh stated that an email was received on Monday, January 12, 2026, from Bonnie Gildea regarding the proposed Majestic Woods development. She requested that her letter be included in the public record and provided to the Board of Supervisors, which it was.

Mrs. Fosbaugh stated that an email was received on Monday, January 12, 2026, from Virginia Repine. The email contained a question regarding the exit egress of the Sleepy Hollow development.

Mrs. Fosbaugh stated that an email was received on Monday, January 12, 2026, from Julia Anne Gunn. She forwarded comments that she would be making at the meeting this evening.

Mrs. Fosbaugh added that every document received was shared with the Board members.

CALL ON THE PEOPLE

Marty George, 1922 Strawbridge Drive – Mr. George inquired if anyone, including residents, could be appointed to the various advisory positions, such as Public Safety Chairman, Ways and Means, etc. or if there was a by-law stating these roles were strictly for Supervisor positions. Mrs. Fosbaugh stated that traditionally these roles have been held by Township Supervisors, since they would be the ones overseeing the various departments.

Mrs. Duncan - Mrs. Duncan thanked Mr. Snee, Mr. Vogel, Mrs. Fosbaugh, along with all of the residents of South Park, for their patience this past week as the newly elected Supervisors explored the duties and responsibilities of their sector chairman appointments. She continued to state it has been a very humbling experience to realize the effort and the work that has occurred these past years.

Action on Minutes - MS4 Informational Meeting

Motion by Ms. Adams, seconded by Mrs. Duncan, to approve the minutes of the MS4 Informational Meeting held on December 8, 2025. All members voted aye. Motion carried.

Action on Minutes - Regular Meeting Minutes of the Board of Supervisors

Motion by Ms. Adams, seconded by Miss Gastmeyer, to table the minutes of the Regular Meeting of the Board of Supervisors held on December 8, 2025. All members voted aye. Motion carried.

Action on Minutes - 2026 Budget Meeting	Motion by Mrs. Duncan, seconded by Mr. Vogel, to approve the minutes of the 2026 Budget Meeting held on December 22, 2025. All members voted aye. Motion carried.
Action on Minutes - 2026 Reorganization Meeting of the Board of Supervisors	Motion by Ms. Adams, seconded by Miss Gastmeyer, to approve the minutes of the 2026 Reorganization Meeting of the Board of Supervisors held on January 5, 2026. All members voted aye. Motion carried.
Action on Invoices for December, 2025	Motion by Miss Gastmeyer, seconded by Mrs. Duncan, to approve the payment of invoices for the month of December, 2025. All members voted aye. Motion carried.
Appointment of Public Safety Chairman	Motion by Miss Gastmeyer, seconded by Ms. Adams, to appoint Debra Duncan as the Public Safety Chairman for the year 2026. All members voted aye. Motion carried.
Appointment of Ways & Means Chairman	Motion by Mrs. Duncan, seconded by Ms. Adams, to appoint Whitney Gastmeyer as the Ways & Means Chairman for the year 2026. All members voted aye. Motion carried.
Appointment of Public Works Chairman	Motion by Mrs. Duncan, seconded by Miss Gastmeyer, to appoint Sharon Adams as the Public Works Chairman for the year 2026. All members voted aye. Motion carried.
Appointment of Library Chairman	Motion by Ms. Adams, seconded by Miss Gastmeyer, to appoint Lawrence Vogel as the Library Chairman for the year 2026. All members voted aye. Motion carried.
Appointment of Emergency Management Director	Motion by Mrs. Duncan, seconded by Miss Gastmeyer, to table the appointment of an Emergency Management Director for the year 2026. All members voted aye. Motion carried.
Appointment of Deputy Emergency Management Director	Motion by Mrs. Duncan, seconded by Ms. Adams, to table the appointment of a Deputy Emergency Management Director for the year 2026. All members voted aye. Motion carried.
Appointment of SHACOG Delegate	Motion by Mrs. Duncan, seconded by Ms. Adams, to appoint Whitney Gastmeyer as South Park Township's representative to the South Hills Area Council of Governments for the year 2026. All members voted aye. Motion carried.
Appointment of Alternate SHACOG Delegate	Motion by Mrs. Duncan, seconded by Mr. Vogel, to appoint Ed Snee as South Park Township's alternate representative to the South Hills Area Council of Governments for the year 2026. All members voted aye. Motion carried.
Appointment of Delegate to the County, State and National Association's Annual Conventions	Motion by Mrs. Duncan, seconded by Ms. Adams, to appoint Whitney Gastmeyer as South Park Township's delegate to the County, State and National Association's Annual Conventions for the year 2026. All members voted aye. Motion carried.

**Appointment of
Alternate Delegate to
the County, State and
National Association's
Annual Conventions**

Motion by Ms. Adams, seconded by Mrs. Duncan, to appoint Ed Snee as South Park Township's alternate delegate to the County, State and National Association's Annual Conventions for the year 2026. All members voted aye. Motion carried.

**Appointment of Open
Records Officer**

Motion by Mrs. Duncan, seconded by Ms. Adams, to appoint Karen Fosbaugh as the Open Records Officer for the year 2026. All members voted aye. Motion carried.

**Action on 2026
Junkyard License -
Louis Pane, Jr.**

Motion by Ms. Adams, seconded by Miss Gastmeyer, to approve the application of Louis Pane, Jr., representing Advanced Auto Recyclers, Inc., 3100 Ridgeway Drive, for a 2026 Junkyard License. All members voted aye. Motion carried.

**Action on Change
Order 1 - McGervey
Electric - Landscaping
and Lighting
Improvements - Slope
at Intersection of
Brownsville Road and
Rt. 88**

Motion by Miss Gastmeyer, seconded by Mrs. Duncan, to approve Change Order No. 1 in the amount of \$4,960.00 as submitted by McGervey Electric which allows for the installation of additional conduit to accommodate security cameras in the area of the parking lot at the Brownsville Road/Rt. 88 Intersection Project; as recommended by the Project Engineer. All members voted aye. Motion carried.

**Action on Payment
Application No. 2 -
McGervey Electric -
Landscaping and
Lighting
Improvements - Slope
at Intersection of
Brownsville Road and
Rt. 88**

Motion by Ms. Adams, seconded by Miss Gastmeyer, to approve Payment Application No. 2 for the project identified as the Landscaping and Lighting Improvements - Slope at Intersection of Brownsville Road and Rt. 88, as submitted by McGervey Electric in the amount of \$33,421.50, for the work completed to date; as recommended by the Project Engineer. All members voted aye. Motion carried.

**Action on Payment
Application No. 2 -
Landscape Contractor
- Rt. 88 and
Brownsville Road
Improvement Project -
Vermont Stone**

Motion by Ms. Adams, seconded by Miss Gastmeyer, to approve Payment Application No. 2 as submitted by the landscaping firm, Vermont Stone, in the amount of \$62,559.70, for the work completed to date on the project identified as Rt. 88 and Brownsville Road Improvement Project; as recommended by the Project Engineer. All members voted aye. Motion carried.

**Action on Resignation
from Recreation Board
- Stephanie Taylor**

Motion by Miss Gastmeyer, seconded by Mrs. Duncan, to accept the resignation submitted by Stephanie Taylor from her position on the South Park Township Recreation Board retroactive to January 1, 2026. All members voted aye. Motion carried.

**Action on MS4 Report
- December, 2025**

Mrs. Fosbaugh explained that following is the MS4 report for December dated January 12, 2026. MS4 is the acronym for Municipal Separate Storm Sewer System.

1. The part-time litter collection employee continued with collection activities, weather permitting, on Township streets to prevent trash from impacting the function of the stormwater inlets.
2. No storm inlets were rebuilt by the Public Works Department in December due to the weather.
3. The bid documents are being prepared for the 2026 Township-Wide Sanitary Sewer Project and the 2026 Township Road Program.
4. Pennsylvania American Water Company is continuing with the replacement of service lines in certain areas of the Township. Complete restoration of the streets will be undertaken in the Spring of 2026. PAWC continues to clean the inlets located on these streets.
5. The Public Works Department completed the inspection of all outfalls.
6. The SHACOG vector truck will be returning to the Township in the Spring of 2026.

Motion by Mrs. Duncan, seconded by Ms. Adams, to accept the MS4 Report for the month of December, 2025. All members voted aye. Motion carried.

Action on Police Chief's Report - Presented by Sergeant-In-Charge Terry Banas

The Police Chief's Report for December, 2025:

Calls for Service	618
Arrests	12
Traffic Citations	12
Warning Citations	37
Reportable Accidents	6
Non-Reportable Accidents	9
Fire Calls	17
Emergency Medical Assists to Tri-Community EMS	106
Deer Struck by Vehicles	3

Motion by Miss Gastmeyer, seconded by Mrs. Duncan, to accept the Police Chief's Report for December 2025. All members voted aye. Motion carried.

CALL ON THE PEOPLE - Majestic Woods Subdivision - Final Approval - Sleepy Hollow Road - Comments

Mrs. Duncan – Mrs. Duncan stated, “I would like to table this action’s item regarding Final Subdivision Land Development Application for Majestic Woods until January 27, 2026 at 7:00 p.m. Tabling this Final Subdivision Application will give us the opportunity as newly elected Supervisors to thoroughly review all of the official documentation that’s available regarding this action prior to a vote.”

Action on Final Approval - Majestic Woods Subdivision - Sleepy Hollow Road

Motion by Mrs. Duncan, seconded by Miss Gastmeyer, to table granting final approval to the project identified as Majestic Woods Subdivision. A motion was approved to hold a Special Meeting, on Tuesday, January 27, 2026 at 7:00pm in the Board Room of the Administration Building. At which time the Board of Supervisors will take action on the project identified as the Majestic Woods Subdivision, to be located on Sleepy Hollow Road, being Lot/Block 771-F-75, as proposed by the Developer, Majestic Woods, LP.

All members voted aye. Motion carried.

Supervisors' Comments

Mr. Snee – Mr. Snee wished his fellow Supervisors a happy new year.

Mr. Vogel – Mr. Vogel stated that he had no comments to add at this time.

Ms. Adams – Ms. Adams asked the community for their patience as the Board of Supervisors adjusts to the reorganization. She also thanked the Board of Supervisors, her fellow Township staff and the community for being patient thus far. She stated that she must follow to the law, adhere to the facts and seek out the truth – and the only way that is possible is with the help of the people here. Ms. Adams also asked that everyone check on their neighbor, make sure they are safe, and help shovel if able.

Miss Gastmeyer – Miss Gastmeyer agreed that tabling the Sleepy Hollow development was the best plan of action at the moment, while they have had access to some documentation, they haven't been able to review all of the paperwork.

Adjournment

Motion by Mrs. Duncan, seconded by Miss Gastmeyer, to adjourn the meeting. All members voted aye. Motion carried.

Time: 7:26 p.m.