

**Minutes of the Regular Meeting**

**of the South Park Township**

**Board of Supervisors**

**March 14, 2022**

**Pledge of Allegiance**

**Roll Call**

Walt Sackinsky presiding. Board members Edward Snee and Brian Lucot were present. Also in attendance were Karen Fosbaugh, Township Manager; Chief Dennis McDonough; Tom Bonidie, Code Enforcement Officer; Aaron Laughlin, Director of Public Works; and Irv Firman, Solicitor.

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, February 14, 2022 – After the regular meeting to address personnel issues.

Monday, February 28, 2022 – Meeting to discuss collective bargaining strategy relative to the police contract.

Monday, March 14, 2022 – Prior to the Public Hearings to discuss personnel issues.

Monday, March 14, 2022 – Prior to the regular meeting to address 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. TODAY.**

Mrs. Fosbaugh stated for the record that no emails or comments were received.

**Presentation of Proclamation – Recreation Board Member Kim Thompson**

Mr. Lucot read aloud the Proclamation which recognized Ms. Thompson’s outstanding voluntary service in her 22-year capacity as a member of the South Park Township Recreation Board during which time she dedicated her time and efforts to advancing recreation in South Park Township. Ms. Thompson was not in attendance.

Mr. Lucot commented that he has children in the community and has worked in several different capacities on Community Day with Ms. Thompson. He added that she has always been a great asset to the community and will be hard to replace.

**Presentation of Proclamation – Recreation Board Member Mary Arrigo**

Mr. Snee read aloud the Proclamation which recognized Ms. Arrigo’s outstanding voluntary service in her 31-year capacity as a member of the South Park Township Recreation Board during which time she dedicated her time and efforts to advancing recreation in South Park Township. Ms. Arrigo was not in attendance.

Mr. Snee commented that Ms. Arrigo will be deeply missed, particularly her dedication to the Community Day Parade. He thanked Ms. Arrigo for her services to the community.

Mr. Sackinsky echoed the sentiments of his fellow supervisors. He added that both Ms. Thompson and Ms. Arrigo have done a tremendous job over the years, and the programs have been very well attended.

**Call on the People**

**Karen Folmar** stated that she owns a house at 6480 Second Avenue where her daughter resides; however, she resides in North Strabane. Ms. Folmar expressed her dissatisfaction with the property located at 6484 Second Ave. She explained that it has been vacant for 10 years, and the grass only gets cut once or twice during the summer. The bushes are overgrown into the street, and the neighboring residents have to cut them back so that they are able to traverse along the street. There is furniture strewn throughout the backyard, and the windows are open. Ms. Folmar remarked that the property has become a nuisance. She requested the Township contact someone to maintain the property. Mr. Sackinsky directed Mr. Bonidie to inspect the property. Mr. Sackinsky explained that if the Township declares the property a nuisance, the owners will be notified to correct the issues. If the property is not brought into compliance, the Township will then schedule a hearing with the Magistrate.

**Andrew Kuzma, 336, Duncan Station Road, McKeesport, PA** – Mr. Kuzma expressed his appreciation to the Board of Supervisors for what they do for the community. He explained that he served for six years as a commissioner for Elizabeth Township, which was a thankless job. Mr.

Kuzma stated that he will be running for State Representative in the 39th District out of Elizabeth Township. He added that he is an attorney and former commissioner and will be paying special attention over the next eight months as to what type of issues South Park Township has and what the state can do to help them move forward. South Park Township is currently condensed into the 39th District; previously it was split between two different state representatives. Therefore, whoever gets the job, will have to put in twice as much effort. He will be more than happy to take up the task and will not let South Park Township down.

**Action on Minutes**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the minutes of the Regular Meeting of the Board of Supervisors held on February 14, 2022. All members voted aye. Motion carried.

**Action on Invoices**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the payment of invoices for the month February, 2022. All members voted aye. Motion carried.

**Action on Non-Exclusive License Agreement – 2240 Watchfield Drive – Donald L. Shelpman Jr. & Theresa M. Shelpman**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Non-Exclusive License Agreement by and between the Township of South Park (Grantor), and Donald L. Shelpman Jr. & Theresa M. Shelpman (Grantees), to permit the construction of a four-foot (4') fence over a public utility easement located on Lot No. 393 of the Piney Ridge Manor Plan No. 3, Lot & Block No. 884-A-73, being 2240 Watchfield Drive, as recommended by the Director of Public Works, and further authorizing the appropriate Township officials to execute said Agreement. The Grantee(s) are to understand and acknowledge that by executing the Agreement, they agree that South Park Township has the right to access the easement for repair and/or maintenance purposes. The Grantee(s) further understand and acknowledge that access to the easement by South Park Township may necessitate the removal of the encroachment by the Grantee(s) at their cost, and that South Park Township will not be responsible for any and all repairs, damages or replacement of said encroachment. All members voted aye. Motion carried.

**Action on Bond Reduction – Montour Trail Phase 34A – Bond Reduction Request**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the request submitted by the Montour Trail Council with regard to the reduction of the remaining bond in the amount of \$8,912.00 as posted by the Developer to guarantee the site improvements for the project identified as the Montour Trail Phase 34A, as recommended by the Township Engineer. All members voted aye. Motion carried.

**Action on Developer's Agreement – CFVC, LLC Minor Land Development – Companions First**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Land Development Agreement by and between CFVC, LLC and the Township of South Park, which defines the terms and conditions for the completion of the site improvements associated with the project identified as Companions First Veterinary Clinic, to be located at 3701 Brownsville Road, and contingent upon the receipt of the appropriate bond prior to the

**Veterinary Clinic –  
3701 Brownsville  
Road**

onset of construction activities, and further authorizing the appropriate Township officials to execute said Agreement, as recommended by the Township Solicitor. All members voted aye. Motion carried.

**Action on Storm  
Water Facilities  
Maintenance &  
Monitoring  
Agreement – CFVC,  
LLC – Companions  
First Veterinary  
Clinic – 3701  
Brownsville Road**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Storm Water Facilities Maintenance & Monitoring Agreement by and between CFVC, LLC and the Township of South Park, which defines the terms and conditions for the construction, inspection, operation, maintenance, repair, elimination and/or replacement of the on-site facilities to be located at the proposed project identified as Companions First Veterinary Clinic, 3701 Brownsville Road, and authorizing the appropriate Township officials to execute said agreement, as recommended by the Township Solicitor. All members voted aye. Motion carried.

**Action to Determine  
Public Nuisance –  
Demolition Process –  
Samuel R. and Lisa  
Broudy – 3114  
Southern Drive –  
Lot/Block No.  
1008-J-257**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve redeclaring the following property a public nuisance, which was previously declared a public nuisance by the Board of Supervisors at a public meeting held on December 13, 2021, and pursuing the demolition process; and further authorized the preparation and advertisement of an Ordinance authorizing the demolition, with action on said Ordinance anticipated at the regular meeting scheduled for April 11, 2022:

**Owner(s):**

Samuel R. and Lisa Broudy

**Location:**

3114 Southern Drive  
South Park, PA 15129  
Lot/Block No. 1008-J.257

All members voted aye. Motion carried.

**Action to Determine  
Public Nuisance –  
Demolition Process –  
Elizabeth L. and  
Joseph E. Blonar –  
2956 Sebolt Road –  
Lot/Block No.  
1009-G-4**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve redeclaring the following property a public nuisance, which was previously declared a public nuisance by the Board of Supervisors at a public meeting held on May 10, 2021, and pursuing the demolition process; and further authorized the preparation and advertisement of an Ordinance authorizing the demolition with action on said Ordinance anticipated at the regular meeting scheduled for April 11, 2022:

**Owner(s):**

Elizabeth L. and Joseph E. Blonar

**Location:**

2956 Sebolt Road  
South Park, PA 15129  
Lot/Block No. 1009-G-4

All members voted aye. Motion carried.

**Action on Proposal – Police Consulting Services – Police Hiring Procedure** Motion by Mr. Snee, seconded by Mr. Lucot, to accept the 2022 Proposal submitted by Police Consulting Services to conduct the appropriate testing procedures with regard to potential candidates for the South Park Township Police Department. All members voted aye. Motion carried.

**Action on Proposal – CSI Corporate Security & Investigations, LLC – Police Hiring Procedure** Motion by Mr. Snee, seconded by Mr. Lucot, to accept the Proposal dated March 7, 2022, as submitted by CSI Corporate Security & Investigations, LLC, to conduct the pre-employment background investigative services with regard to potential candidates for the South Park Township Police Department. All members voted aye. Motion carried.

**Action on Proposal – Assured Polygraph Services, Inc. – Police Hiring Procedure** Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Proposal dated February 9, 2022, as submitted by Assured Polygraph Services, Inc., to conduct polygraph screenings with regard to potential candidates for the South Park Township Police Department. All members voted aye. Motion carried.

**Action on Master Service Agreement – IntegraONE – Information Technology – South Park Township Police Department** Motion by Mr. Sackinsky, seconded by Mr. Lucot, to approve the Master Service Agreement by and between South Park Township (Client) and Integra Business Center Inc., d/b/a integraONE, the purpose of which is to provide information technology (IT) infrastructure support services for the South Park Township Police Department as outlined in the Statement of Work, and authorized the appropriate Township official to execute said Agreement. All members voted aye. Motion carried.

**Action on Purchase of 10-Ton Dump Truck for the Public Works Department** Motion by Mr. Sackinsky, seconded by Mr. Snee, to approve the purchase of a 10-Ton Dump Truck for the use by the Public Works Department under the umbrella of the state’s CoStars cooperating purchasing program as follows:

Fyda Freightliner Pittsburgh, Inc. (Truck Chassis)	\$106,025.00
Stephenson Equipment, Inc. (Truck Body)	<u>71,822.00</u>
Total	\$177,847.00

All members voted aye. Motion carried.

**Action on Payment Request No. 4 – Evans Park Restroom Facility Project – TBI Contracting, Inc.** Motion by Mr. Snee, seconded by Mr. Lucot, to approve Payment Request No. 4 in the amount of \$41,068.43, as submitted by TBI Contracting, Inc. for the work completed to date on the project identified as the Evans Park Restroom Facility, as recommended by the Project Architect. All members voted aye. Motion carried.

**Action on Payment Request No. 1 and Final – Victory Drive and Highland Avenue Sanitary Sewer Project – CD 47 7.5**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve Payment Request No. 1 and Final in the amount of \$13,681.90, for the project identified as Victory Drive and Highland Avenue Sanitary Sewer, being CD 47 7.5, with the balance of the contract in the amount of \$20,000 being paid out of community development grant funding, as recommended by the Project Engineer. All members voted aye. Motion carried.

**Action on Proposal – Fast Attack, LLC and South Park Township – Consultant**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Proposal dated February 15, 2022, as submitted by Nicholas W. Sohyda, d/b/a Fast Attack Fire Service Training and Consulting, which outlines the terms and conditions for the provision of consulting services related to the Township’s two volunteer fire departments, being Broughton Volunteer Fire Department and Library Volunteer Fire Company, and further authorizing the appropriate Township official to execute said Proposal. All members voted aye. Motion carried.

**Action on Proposal – South Park Flood Alleviation Facilities – NPDES and CES Permitting Proposals**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the Proposal submitted by The Gateway Engineers, Inc. to complete the permitting required for the South Park Flood Alleviation Facilities to be located in the Broughton area of the Township:

CES Permit	\$14,909.00
NPDES Permit	<u>5,483.00</u>
Total	\$20,392.00

All members voted aye. Motion carried.

**Action on Resolution No. 4-22**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve Resolution No. 4-22: A RESOLUTION OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, PENNSYLVANIA, ESTABLISHING THE FEES AND COMPENSATION OF THE SOUTH PARK TOWNSHIP TAX COLLECTOR COMMENCING JANUARY 1, 2022. All members voted aye. Motion carried.

**Action on Resolution No. 5-22**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve Resolution No. 5-22: A RESOLUTION OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE TOWNSHIP OF SOUTH PARK TO PARTICIPATE IN THE 2023 JOINT BID FOR A CONTRACT FOR SOLID WASTE COLLECTION, REMOVAL AND DISPOSAL SERVICES COORDINATED AND ADMINISTERED BY THE SOUTH HILLS AREA COUNCIL OF GOVERNMENTS (SHACOG). All members voted aye. Motion carried.

**Action on  
Resignation –  
Honorary  
Recreation Board  
Member Kim  
Thompson**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the resignation of Kim Thompson from her position as an Honorary member of the South Park Township Recreation Board, retroactive to March 1, 2022. All members voted aye. Motion carried.

**Action on  
Resignation –  
Recreation Board  
Member Mary  
Arrigo**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the resignation of Mary Arrigo from her position as a member of the South Park Township Recreation Board, retroactive to March 3, 2022. All members voted aye. Motion carried.

**Action to Authorize  
Sale of Township  
Vehicle**

Motion by Mr. Snee, seconded by Mr. Lucot, to authorize the sale of the following Township vehicle by engaging the formal public bid process to establish a minimum bid amount, scheduling the bid opening for Thursday, April 7, 2022, at 10:00 a.m., with action on said bids anticipated to take place at the regular meeting of the Board of Supervisors scheduled for Monday, April 11, 2022. It is noted for the record that no bids were submitted for the vehicle on March 10, 2022.

**Vehicle:**

2007 Ford Expedition 4x4  
VIN: 1FMFU16547LA92385

**Minimum Bid  
Amount:**  
\$1,500.00

The vehicle is being sold “as is – where is.” All members voted aye. Motion carried.

**Action on Allegheny  
League of  
Municipalities  
Conference –  
Township Manager  
Karen Fosbaugh and  
Administrative  
Assistant Chris  
Satter**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the attendance of Township Manager Karen Fosbaugh and Administrative Assistant Chris Satter to the 2022 Spring Educational Conference sponsored by the Allegheny League of Municipalities (ALOM), for the Friday, April 8, 2022 session, at a total cost of \$350.00. All members voted aye. Motion carried.

**Action on Reimbursement Request – SHACOG Police Chiefs March Meeting – Chief Dennis M. McDonough**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the reimbursement of expenses in the amount of \$290.75 related to the SHACOG Police Chiefs’ March meeting held at South Park Township, as submitted by Chief Dennis M. McDonough. All members voted aye. Motion carried.

**Action on MS4 Report – February, 2022**

Mrs. Fosbaugh stated that the following is the MS4 Report for February, 2022, dated March 14, 2022. She explained that MS4 is an acronym for Municipal Separate Storm Sewer System.

1. The part-time litter collection employee continued with his duties on Township streets to prevent trash from impacting the function of the stormwater inlets, particularly during the winter season.
2. The Public Works Department did not rebuild any inlets in February due to weather conditions and snow removal activities.
3. The stormwater detention project located in the Broughton area of the Township is moving ahead. The final costs to file the appropriate permits was on the agenda this evening. It is estimated permitting will take approximately one year for DEP to review.
4. Environmental Day is scheduled for Saturday, April 30, 2022. The event is conducive to maintaining the fresh water supply, as one of the components is the disposal of prescription and over the counter medications. The items will be collected at the police department and incinerated rather than being introduced into the storm and sanitary sewer systems.

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the MS4 Report for the month of February, 2022. All members voted aye. Motion carried.

**Police Chief’s Report**

The Police Chief’s report for the month of January, 2022:

Calls for Service	556
Arrests	2
Traffic Citations	7
Warnings Issued	13
Reportable Accidents	8
Non-Reportable Accidents	3
Fire Calls	7
Emergency Medical Assists to Tri-Community EMS	82
Deer Struck by Vehicles	5



The Police Chief's report for the month of February, 2022:

Calls for Service	463
Arrests	3
Traffic Citations	3
Warnings Issued	36
Reportable Accidents	1
Non-Reportable Accidents	2
Fire Calls	9
Emergency Medical Assists to Tri-Community EMS	58
Deer Struck by Vehicles	4

Motion by Mr. Snee, seconded by Mr. Lucot, to accept the Police Chief's reports for the months of January and February, 2022. All members voted aye. Motion carried.

**Supervisors'  
Comments**

**Mr. Lucot** – Mr. Lucot thanked everyone for attending. He expressed his appreciation to Mary Arrigo and Kim Thompson for their years of service on the Recreation Board. He also thanked Public Works for their recent snow removal efforts.

**Mr. Snee** – Mr. Snee echoed Mr. Lucot's comments.

**Mr. Sackinsky** – Mr. Sackinsky also echoed Mr. Lucot's comments. He also expressed his appreciation to Mrs. Fosbaugh and Township employees for being named a 2022 Banner Community.

**Adjournment**

Motion by Mr. Snee, seconded Mr. Lucot to adjourn the meeting. All members voted aye. Motion carried.

**Time: 7:35 p.m.**