

**Minutes of the Regular Meeting  
of the South Park Township**

**Board of Supervisors**

**June 14, 2021**

**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; Irv Firman, Solicitor; Dennis McDonough, Chief of Police; Tom Bonidie, Code Enforcement Officer; and Aaron Laughlin, Director of Public Works.

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, May 10, 2021 – After the regular meeting to discuss personnel issues.

Tuesday, May 18, 2021 – Possibly during the Police Pension meeting.

Monday, June 14, 2021 – Prior to the regular meeting to discuss potential issues of litigation.

**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 4:00 P.M. TODAY. ALL SUBSEQUENT MEETINGS WILL NOT OFFER THE CALL-IN OPTION DUE TO THE LIFTING OF COVID-19 RESTRICTIONS.** Mrs. Fosbaugh stated for the record that no emails or comments were received and there are no call-in comments.

<b>Call on the People</b>	<b>Thomas Barkand, 2867 Amy Drive</b> – Mr. Barkand commented that the ordinance states Short-Term Rentals of 30 days or more will not be affected by the ordinance. The Board confirmed his comment.
<b>Action on Minutes</b>	Motion by Mr. Snee, seconded by Mr. Lucot, to approve the minutes of the Public Hearing held on May 10, 2021, for the purpose of receiving testimony to determine if the property located at 2956 Sebolt Road should be declared a public nuisance. All members voted aye. Motion carried.
<b>Action on Minutes</b>	Motion by Mr. Snee, seconded by Mr. Lucot, to approve the minutes of the regular meeting of the Board of Supervisors held on May 10, 2021. All members voted aye. Motion carried.
<b>Action on Invoices</b>	Motion by Mr. Snee, seconded by Mr. Lucot, to approve the payment of invoices for the month May, 2021. All members voted aye. Motion carried.
<b>Action on Minor Subdivision – Summit Station Phase 1 – Subdivision of Parcel No. 24 – Preliminary and Final Approval</b>	Motion by Mr. Snee, seconded by Mr. Lucot, to approve granting preliminary and final approval to the minor subdivision identified as Summit Station Phase 1 – Subdivision of Parcel No. 24, as submitted by NVR, Inc., to be located at 4000-4004 Crown Drive, as recommended by the Planning Commission, Township Engineer, and Planning Consultant. All members voted aye. Motion carried.
<b>Action on Release of Escrow Funds – South Park School District – Minor Land Development – 2500 Stewart Road – South Park Middle School – Additions and Alteration Plan</b>	Motion by Mr. Snee, seconded by Mr. Lucot, to approve the release of the balance of escrowed funds in the amount of \$31,663.88, posted by South Park School District, for the project identified as the Middle School Renovation Project, as recommended by the Township Engineer. All members voted aye. Motion carried.
<b>Action on Non-Exclusive License Agreement – 6 Rosemary Lane – Alan and Susan Hays</b>	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 Alan and Susan Hays (Grantees), to permit the construction of a six-foot (6’) fence over a public utility easement located on Lot No. 315 of the Rose-Villa Acres No. 3 Plan of Lots, Lot & Block No. 771-J-22, being 6 Rosemary Lane, 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 Non-Exclusive License Agreement – 1644 Citation Drive – James and Sharon Thompson**

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 James and Sharon Thompson (Grantees), to permit the construction of a six-foot (6') fence over a public utility easement and a wall over a sanitary sewer easement located on Lot No. 505 of the Revised Imperial Point Plan of Lots No. 5, Lot & Block No. 663-G-251, being 1644 Citation 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 Non-Exclusive License Agreement – 1901 Sheplar Drive – Christopher and Ashley Wamsley**

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 Christopher & Ashley Wamsley (Grantees), to permit an electrical line servicing an above-ground pool to cross a sanitary sewer easement located on Lot No. 139 of the Peters Creek Village Plan No. 1, Lot & Block No. 1138-H-110, being 1901 Sheplar Drive, contingent upon the installation of the required electrical tape, 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 Ordinance No. 703**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve Ordinance No. 703: AN ORDINANCE OF THE TOWNSHIP OF SOUTH PARK, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE TOWNSHIP OF SOUTH PARK ORDINANCE NO. 556 (“ZONING ORDINANCE”), TO PROVIDE A DEFINITION FOR “SHORT TERM RENTAL,” AND TO CREATE NEW DEFINITIONS FOR “MOTEL/HOTEL,” “FAMILY,” AND “DWELLING,” AND

ESTABLISHING CERTAIN OTHER REQUIREMENTS PERTAINING TO SHORT TERM RENTALS. All members voted aye. Motion carried.

**Action to Authorize the Preparation and Advertisement of an Ordinance – Amending Ordinance No. 556, “Zoning” – Regulation of Food Trucks**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve authorizing the preparation and advertisement of an Ordinance amending the Code of the Township of South Park, being Ordinance No. 556, “Zoning,” to allow for the regulation of food trucks, scheduling a public hearing for Monday, August 9, 2021, at 6:45 p.m., with action on said Ordinance anticipated at the regular meeting of the Board of Supervisors immediately following. All members voted aye. Motion carried.

**Action to Hire Part-Time Communications and Marketing Assistant – South Park Township Library – Chloe Sucevic**

Motion by Mr. Snee, seconded by Mr. Lucot, to ratify the hiring of Chloe Sucevic, Queens Drive, to fill the position of Part-Time Communications and Marketing Assistant with the South Park Township Library, at the rate of \$12.00 per hour, retroactive to June 1, 2021. All members voted aye. Motion carried.

**Action to Hire Part-Time Summer Recreation Employees – 2021 Summer Recreation Program**

Motion by Mr. Snee, seconded by Mr. Lucot, to approve hiring the following individuals to fill various part-time positions in the 2021 Summer Recreation Program:

<u>Name:</u>	<u>Hourly Rate:</u>	<u>Date of Hire:</u>
Alexia Schmader	\$15.00	June 14, 2021
Lindsey Kamienik	\$9.00	June 14, 2021
Marissa Ferrelli	\$9.00	June 14, 2021
Emily Spalaris	\$9.00	June 14, 2021
Ally Spalaris	\$9.00	June 14, 2021
Logan Lindenmuth	\$9.00	June 14, 2021
Cassie Klocek	\$7.25	June 14, 2021
Erica Thomas	\$7.25	June 14, 2021
Natasha Rakip	\$7.25	June 14, 2021
Julia Westland	\$7.25	June 14, 2021
Alexandra Stringe	\$7.25	June 14, 2021
Catie Kozel	\$7.25	June 14, 2021

All members voted aye. Motion carried.

**Action to Accept Proposal – MS Consulting Services, Inc. – Tax Collection Office**

Motion by Mr. Snee, seconded by Mr. Lucot, to accept the Proposal dated May 13, 2021, as submitted by MS Consulting Services, Inc. in the amount of \$16,320.00, for the purpose of upgrading the computer system in the Tax Office. All members voted aye. Motion carried.

**Action to Ratify Training – MS4 Permit Holders: The Roles and Responsibilities for Best Management Practices (BMPs) – Administrative Assistant Chris Satter**

Motion by Mr. Lucot, seconded by Mr. Sackinsky, to ratify the participation of Administrative Assistant Chris Satter in a training session entitled, “MS4 Permit Holders: The Roles and Responsibilities for Best Management Practices (BMPs),” sponsored by the Pennsylvania State Association of Township Supervisors (PSATS), which was held on May 18, 2021, at a total cost to the Township of \$20.00. All members voted aye. Motion carried.

**Action on Conference Attendance – Allegheny League of Municipalities (ALOM) Spring Educational Conference – Township Manager Karen Fosbaugh and Administrative Assistant Chris Satter**

Motion by Mr. Lucot, seconded by Mr. Sackinsky, to approve the attendance of Township Manager Karen Fosbaugh and Administrative Assistant Chris Satter to the Allegheny League of Municipalities (ALOM) Spring Educational Conference on Friday, June 18, 2021, which will be held at Seven Springs at a total cost to the Township of \$350.00. All members voted aye. Motion carried.

**Action on MS4 Report**

Mrs. Fosbaugh stated that the following is the MS4 Report for May, dated June 14, 2021. She explained that MS4 is an acronym for Municipal Separate Storm Sewer System, and it is an edict from PA Department of Environmental Protection that has been imposed upon all communities in Pennsylvania. The purpose is to protect the freshwater systems throughout the state. As the years have progressed, these edicts have become more expensive and restrictive. One of the components is public education; therefore, each month at the Board meeting we read what has been done in the prior month to comply with MS4:

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.
2. The Public Works Department rebuilt five inlets in May.

3. The inlet inspections have been added to the ESRI data base for tracking purposes. The annual inlet inspection is underway, with approximately 75% of the inlets inspected to date.

4. Jet Jack, Inc., the contractor for the 2021 Township-Wide Sanitary Sewer Program, continues on with the contract work which in all likelihood will not be completed until the end of August. Included in the project scope is approximately 250 l.ft. of 15" storm sewer line in the vicinity of Ridge Road and Chris Drive, as well as another 50' section on Wilson Road.

The repair work on the storm sewer line coming from Jack Pine Drive has been completed. However, the relining component of the project, which is 200 feet of storm sewer, has not yet been done.

5. Final details were recently provided to Allegheny County by South Park Township regarding Community Development Year 47. The Township is awaiting the determination of a grant application in the amount of \$27,000 for the repair of a sanitary sewer line in the vicinity of Highland Avenue, Grant Street and Victory Drive. The total project cost is estimated to be \$41,580.00.

6. The Township is exploring a grant opportunity with the Department of Community and Economic Development (DCED), under the Flood Mitigation Program, concerning the construction of the retention ponds in the Broughton area. The DCED grant coordinator indicated the ponds would be acceptable projects under the program. The next application round will begin in February of 2022, with a maximum grant award of \$500,000 and a required municipal match of 15%. The project engineer has forwarded the final costs to complete the design of the ponds.

7. One event not previously mentioned was South Park Township's Environmental Day, which was held on April 24, 2021. The event included the disposal of electronic equipment, prescription and over-the-counter drugs, and the collection of trash on Township streets.

Motion by Mr. Snee, seconded by Mr. Lucot, to approve the MS4 Report for the month of May, 2021. All members voted aye. Motion carried.

**Police Chief's Report** The Police Chief's report for the month of May, 2021:

Calls for Service	687
Arrests	7
Traffic Citations	20
Warnings Issued	37
Reportable Accidents	4
Non-Reportable Accidents	7
Fire Calls	8
Emergency Medical Assists to Tri-Community EMS	64
Deer Struck By Vehicle	3

Motion by Mr. Snee, seconded by Mr. Lucot, to accept the Police Chief's report for the month of May, 2021. All members voted aye. Motion carried.

**Supervisors' Comments**

**Mr. Lucot** – Mr. Lucot thanked everyone for attending and for those who gave feedback relative to Ordinance No. 703. He thanked Public Works for keeping up with the recent storms causing debris, etc. Mr. Lucot also expressed his appreciation to the Police Department for apprehending the individuals responsible for the vandalism at Evans Park. He congratulated the high school seniors on their recent graduation ceremony held on Friday. Mr. Lucot thanked Mrs. Fosbaugh and Devon Serena for putting together a wonderful Summer Recreation Program.

**Mr. Snee** – Mr. Snee thanked everyone for attending and for their support in the Board's consideration of Ordinance No. 703. He informed the audience that Township events are published in the Park News, Savvy Citizen and the Township Website.

**Mr. Sackinsky** – Mr. Sackinsky had no comments.

**Adjournment**

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

**Time: 7:34 p.m.**