

**Minutes of the Regular Meeting**

**of the South Park Township**

**Board of Supervisors**

**October 14, 2013**

**Pledge of Allegiance**

**Roll Call**

Dave Buchewicz presiding. Board members Walt Sackinsky and Ed Snee were present. Also in attendance were: Karen Fosbaugh, Township Manager; Chief Dennis M. McDonough, Jordanna Lehman, Administrative Assistant; and Paul J. Gitnik, Esq., Township Solicitor.

Two or more members of the Board of Supervisors were together on the following occasions, which may or may not qualify as executive sessions:

Wednesday, September 11, 2013 – Possibly during the September 11<sup>th</sup> Ceremony

Saturday, September 21, 2013 – Possibly during the Community Day celebration.

Thursday, October 3, 2013 – Discussion on Pleasant Hills Waste Water Treatment Agreement; meeting with Library Board members, and personnel issues.

Sunday, October 13, 2013 – Possibly at the Library Volunteer Fire Company's Open House.

**PLEASE BE ADVISED THAT ANY ACTION APPROVED AND/OR DECISION RENDERED BY THE BOARD OF SUPERVISORS AT THIS MEETING CAN BE APPEALED TO THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA, WITHIN THIRTY (30) DAYS AFTER THE DATE AND/OR THE DECISION IS RENDERED.**

**Call on the People**

**Duane Girol, 6709 April Lane, South Park** –Mr. Girol said that the residents of April Lane no longer want April Lane to be a private road and want the street accepted by the Township. Mr.

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Girol said that those who live on April Lane would like to know what they have to do to have the Township assume responsibility for their street. Mr. Gitnik advised Mr. Girol that Gary Wargo has the standards for the streets in the Township and he can obtain a copy. He should then submit the information to his own engineer to have a preliminary site evaluation done. Mr. Gitnik advised that Mr. Girol's engineer would determine what the cost would be to make the existing road in compliance with the present Township's street standards. Mr. Gitnik advised Mr. Girol that the cost could be significant and if they wanted to proceed further, the residents on the street would have to come up with an equation to pay for the cost. Mr. Girol asked who pays for the renovations to the road and how are they assessed for the work. Mr. Gitnik advised that the residents would pay for the construction of the road as the developer. Mr. Gitnik stressed that it is very important that the construction of the road during and after is within the Township's standards. The Township Engineer would come out and evaluate the road as it is being constructed to make sure it is compliant with Township standards. Mr. Girol said that it was his understanding that they would be assessed for the cost of construction over a period of time. Mr. Gitnik advised that the residents on Amanda Avenue entered into an agreement and their individual properties were liened for the cost. No construction was permitted until the residents entered into an agreement. Mr. Gitnik also advised that many of the mortgage lenders have to be notified that your property is going to be liened and that could affect your mortgage. The Township made the residents on Amanda Avenue notify their mortgage lenders to make sure it would not have an affect on their mortgage because the Township was placing a lien on their individual properties. Mr. Gitnik said that he believed that as of today, all of the residents on Amanda Avenue have paid. Mrs. Fosbaugh advised that there were two instances on Amanda Avenue with regard to the lien. Mrs. Fosbaugh said there was one family who was trying to borrow additional money against their home and they could not get the loan until the lien was paid. They did eventually pay the lien. Mr. Gitnik advised Mr. Girol that each of the landowners would have to agree that they would have to enter into an agreement and that their property was going to be liened. Mr. Gitnik advised if all of the landowners do not enter into the agreement, then it cannot be done. Mr. Buchewicz asked how many families are on April Lane. Mr. Girol stated that there are four families and part of the road enters into the United Methodist Church parking lot, so they do have a portion of the road at the top. Mr. Gitnik said that if they had to define the road to the Church parking lot, it would have to be lined and the road thru the parking lot would have to be in Township standards,

which would make the project much more significant. Mr. Gitnik said this would affect the Church's parking situation as well. Mrs. Fosbaugh added that they could not just have the stub where the road and parking lot meet; they would have to have a cul de sac. Mr. Gitnik said this is why they would have to have an engineer look at the road. Mr. Girol said that the road currently is 18 feet wide and was paved as a one-lane road by Saylor. Mrs. Fosbaugh advised that Township standards require a certain type of base and the Township would not accept it as it is paved now. Mr. Girol said that he believed that Saylor did put a base in 20 years ago when they paved it. He said that many people use April Lane as a thru way from the church parking lot to get onto Brownsville Road. Mr. Sackinsky advised that just because Saylor applied a base to the road, it would have to be proven that it is up to Township standards. He also advised that a curb would have to be installed on the road as well as sewers. Mr. Girol said there is a storm sewer at the bottom of the road. Mr. Sackinsky asked Mr. Girol to get the Township standards from Mr. Wargo. Mr. Girol said that he objects to the fact that they are being treated as a developer and feels that it is unfair that they incur the upfront costs since they have lived here for many years and paid their taxes. Mr. Girol said that they do not know how much this project will cost, then to find out that it is an exorbitant cost, and then not be able to proceed after paying the engineer's fees he feels is unfair. Mr. Sackinsky advised that their engineer can give them a preliminary figure. Mr. Girol said they have paid twice to have the road paved and he does not feel that they should have to incur the cost of an engineer. Mr. Sackinsky said it is predicated on whether the original base meets Township standards. They have to have a professional look at the street and possibly take a test bore to see if the base and paving meets Township's standards. If it does not, then the entire street would have to be ripped out and they would have to start from the beginning. Mr. Buchewicz asked why the residents want to convert from a private street to a Township owned street. Mr. Girol said the main reason is that they used to work with the church for snow removal. The church is changing snow removal companies and is considering only having the lot plowed on the weekends and not during the week. He said it is becoming very difficult for them to get someone to plow their small area so they can have access in and out during the winter. Mr. Girol said they are having problems with this issue. Mr. Sackinsky advised Mr. Girol to get the Township standards and have an engineer review it and prove that the road meets South Park's standards. Mr. Sackinsky asked Mr. Girol to provide his address on the sign-in sheet so Mr. Wargo can mail the Township standards to him.

- Action on Minutes** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the minutes of the regular meeting held on September 9, 2013. All members voted aye. Motion carried.
- Action on Invoices** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the invoices for September, 2013. All members voted aye. Motion carried.
- Action on Release of Escrow Balance – Former Stewart School – 3701 Brownsville Road** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the request submitted by South Park School District to refund the balance of escrow funds in the amount of \$235.00 posted for the project identified as the Old Stewart School Subdivision and Consolidation Plan located at 3701 Brownsville Road, as recommended by the Township Engineer. All members voted aye. Motion carried.
- Action on Release Of Letter of Credit – Peters Creek Baptist Church – Rt. 88 – 6300 Library Road** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the request submitted by Peters Creek Baptist Church to refund the balance of the Letter of Credit #8103532451 posted to guarantee the completion of the parking lot expansion site improvements located at 6300 Library Road, as follows:
- |                                |                       |
|--------------------------------|-----------------------|
| Letter of Credit No. 810353241 | \$ 50,765.00          |
| (Remaining Balance)            |                       |
| Requested Reduction            | <u>(\$ 50,765.00)</u> |
| Remaining Balance              | \$ 0                  |
- as recommended by the Township Engineer. All members voted aye. Motion carried.
- Action to Ratify Settlement Agreement – Thomas Rosche** Motion by Mr. Sackinsky, seconded by Mr. Snee to ratify the Agreement and Release of Claims by and between Officer Thomas Rosche and the Township of South Park which defined and provided in written form the terms and stipulations of Officer Rosche's retirement from the South Park Township Police Department effective September 21, 2013. All members voted aye. Motion carried.
- Action to Authorize Payment – Fyda Freightliner Pittsburgh, Inc. – Purchase of** Motion by Mr. Sackinsky, seconded by Mr. Snee to authorize payment in the amount of \$124,769.00 to the firm Fyda Freightliner Pittsburgh, Inc., under the Co-Stars Cooperative Purchasing Program, for the purchase of a 2014 Dump Truck and Plow for use by the Public Works Department. All members voted aye. Motion carried.

**2014 Dump  
Truck and Plow**

- Action on Bid Award – CD 39 7.2 - Wood Street Bridge Renovation** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve awarding the bid for the Community Development Project identified as the Wood Street Bridge Renovation, being CD 39 7.2, to Michael Facchiano Contracting, Inc. in the amount of \$102,054.50 – Total Alternate Bid, in accordance with the bid documentation received by the South Hills Area Council of Governments (SHACOG) received on September 19, 2013, as recommended by the Project Engineer. All members voted aye. Motion carried.
- Action on Payment Request – Creative Enterprises Corporation – Stagecoach Drive Storm Sewer** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve Payment Request No. 1 and Final in the amount of \$17,500.00 as submitted by Creative Enterprises Corporation for the emergency repair project identified as Stagecoach Drive Storm Sewer. All members voted aye. Motion carried.
- Action on Payment Request No. 1 and Final – 2013 Restoration of Various Streets** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve Payment Request No. 1 and Final as submitted by the Contractor, Youngblood Paving, Inc., in the amount of \$278,253.31 for the work completed on the project identified as the 2013 Restoration of Various Streets, as recommended by the Project Engineer. All members voted aye. Motion carried.
- Action on Proposal – Creative Enterprises Corporation – Emergency Repair of Sanitary Sewer Line – Piney Fork Creek** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the Proposal submitted by Creative Enterprises Corporation in the amount of \$19,500.00 to address the emergency restoration of the damaged sanitary sewer line located along the bank of Piney Fork Creek, the repair of which is in the best interests of the public health, safety and general welfare of the residents and landowners of the area, with the contingency an insurance certificate shall be provided by the Contractor naming South Park Township as an Additional Insured, and in accordance with the terms of the Proposal dated September 23, 2013. All members voted aye. Motion carried.
- Resolution No. 17-13** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve Resolution No. 17-13 - A RESOLUTION OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA, SETTING FORTH IN FORMAL RESOLUTION FORM THE ALLOCATION OF STATE AID PENSION FUNDS RECEIVED UNDER ACT 205, THE GENERAL MUNICIPAL PENSION SYSTEM STATE AID

PROGRAM, AND AUTHORIZING OTHER AND FURTHER ACTION THERETO. All members voted aye. Motion carried.

**Action on  
Disbursement of  
Volunteer Fire  
Relief – 2013  
Commonwealth  
of Pennsylvania  
Allocation**

Motion by Mr. Sackinsky, seconded by Mr. Snee to authorize the equal distribution of the 2013 Commonwealth of Pennsylvania Allocation in the amount of \$77,648.45 designated to support the two (2) Volunteer Fire Relief Associations located within the confines of South Park Township: Broughton Volunteer Fire Department (\$38,824.23), and Library Volunteer Fire Company (\$38,824.22). All members voted aye. Motion carried.

**2014 Minimum  
Municipal  
Obligation**

Motion by Mr. Sackinsky, seconded by Mr. Snee to ratify the Minimum Municipal Obligation (MMO) for the year 2014, as prepared by Mockenhaupt Benefits Group relative to the Service Employees' Pension Plan and the Police Pension Plan, and to ratify the certification of said documents by the Chief Administrative Officer. All members voted aye. Motion carried.

**Action on  
Resignation –  
Part-Time  
Library Clerk  
Victoria A. Koda**

Motion by Mr. Sackinsky, seconded by Mr. Snee to ratify the resignation of Victoria A. Koda from her position as a part-time Clerk with the South Park Township Library retroactive to September 19, 2013. All members voted aye. Motion carried.

**Action to Ratify  
Assignment of  
Special Counsel –  
Alice B. Mitinger**

Motion by Mr. Sackinsky, seconded by Mr. Snee to ratify the assignment of Special Counsel Alice B. Mitinger, Esq. to represent the interests of South Park Township with regard to the matter identified as the "South Park Suite" application, at a cost not to exceed \$600.00. All members voted aye. Motion carried.

**Action on  
Pennsylvania  
Recreation Park  
Society Annual  
Conference –  
Attendance –  
Recreation  
Director Colleen  
Dominick, Mary  
Arrigo, Kim  
Amodeo, Kim  
Thompson and  
Diane Baldesberger**

Motion by Mr. Sackinsky, seconded by Mr. Snee to authorize the attendance of Recreation Director Colleen Dominick, and Recreation Board members Mary Arrigo, Kim Amodeo, Kim Thompson, and Diane Baldesberger to the annual Pennsylvania Recreation Park Society Conference scheduled for March 21-26, 2014. The conference expenditures for the above-referenced Recreation Board members in the amount of \$4,315.00 will be paid out of funds raised during the 2013 Community Day event. The total cost of Mrs. Dominick's participation in the amount of \$1,080.00 will be paid out of the budgeted General Fund Recreation Dues and Conference line item. All members voted aye. Motion carried.

**Action on**

Motion by Mr. Sackinsky, seconded by Mr. Snee to authorize the

**Training Session –  
New Tools in the  
Blight Fight: The  
Next Steps –  
Karen Fosbaugh  
and Jordanna  
Lehman** attendance of Karen Fosbaugh and Jordanna Lehman to a three-part series sponsored by the Local Government Academy entitled, “New Tools in the Blight Fight: The Next Steps,” to be held at various locations at a total cost of \$160.00. All members voted aye. Motion carried.

**Action on  
Purchase  
Agreement –  
Harris Local  
Government –  
Utility Billing  
Software** Motion by Mr. Sackinsky, seconded by Mr. Snee to approve the Purchase Agreement by and between South Park Township and N. Harris Computer Corporation which defines the terms and conditions for the purchase of new utility billing software for the Sewage Office in the amount of \$11,919.00, and to authorize the appropriate Township official to execute said Agreement. All members voted aye. Motion carried.

**Action to  
Establish  
Halloween** Motion by Mr. Sackinsky, seconded by Mr. Snee to establish Thursday, October 31, 2013, from 6:00 – 8:00 p.m. as the official date and time for the Halloween Celebration throughout South Park Township. All members voted aye. Motion carried.

**Action to  
Authorize Sale  
of 1977 Ford  
231 Tractor  
Owned by South  
Park Township** Motion by Mr. Sackinsky, seconded by Mr. Snee to authorize the sale of the following Township-owned equipment:

**One (1) 1977 Ford Tractor with Tri-Wing Mower Deck,  
VIN A30202232, (as is – where is). The minimum bid for  
the vehicle is \$2,000.00:**

and to schedule the bid opening for Thursday, November 7, 2013, at 10:00 a.m., with the award anticipated to take place at the regular meeting of the Board of Supervisors scheduled for November 11, 2013. All members voted aye. Motion carried.

**Police Chief's  
Report**

Police Chief's Report for the month of August, 2013:	
Calls for Service	728
Arrests	24
Traffic Citations	33
Parking Citations	0
Warnings Issued	81
Reportable Accidents	1
Non-Reportable Accidents	5
Fire Calls	12
Emergency Medical Assists to Tri-Community EMS	73
Deer Complaints	2

Police Chief's Report for the month of September, 2013:

Calls for Service	661
Arrests	15
Traffic Citations	29
Parking Citations	3
Warnings Issued	88
Reportable Accidents	3
Non-Reportable Accidents	4
Fire Calls	8
Emergency Medical Assists to Tri-Community EMS	64
Deer Complaints	8

Motion by Mr. Sackinsky, seconded by Mr. Snee to accept the Police Chief's Reports for August and September, 2013. All members voted aye. Motion carried.

Mr. Buchewicz asked Chief McDonough how things have been going in the police department since he was appointed Chief. The Chief advised they have been busy but things have been going well.

**Supervisors'  
Comments**

**Mr. Snee** – Mr. Snee reminded everyone that this Saturday, October 19<sup>th</sup>, the Township is holding its Environmental Day. They are also holding the Fall Clean-Up and he asked anyone who wishes to help out to come to the Municipal Complex at 9:00 a.m.

Mr. Snee also mentioned the Halloween Parade being held on Sunday, October 27<sup>th</sup>. He said there is a change and the parade formation has been moved to Bavarian Village and after the parade they will be holding a Halloween Party at the Community Center.

Mr. Snee mentioned Halloween night being held on October 31<sup>st</sup> throughout the Township. He advised that the Chief will have regular patrols throughout the Township from 6:00 p.m. to 8:00 p.m. Representatives from the fire departments and EMS will be stationed at statistical intersections.

**Mr. Sackinsky** – Mr. Sackinsky said that even though the Township's Community Day was a rainy event, they had many participants especially with the soccer and football games. He thanked Mrs. Fosbaugh and Ms. Lehman as well as the other Administrative staff who volunteered their time. Mr. Sackinsky said that this was only the second time in the past 20 years where it has rained. He thanked everyone for coming.

**Mr. Buchewicz** – Mr. Buchewicz commented about the Fall Clean-Up Day and said that if anyone would like to sponsor a County or Township road, Keep America Beautiful has a program that he is going to start. If you sponsor a particular road, you can have your name on the sign on that road. He asked those who are interested to contact him.

**Adjournment**

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

**Time: 7:30 p.m.**

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