

Minutes of the Regular Meeting
Of the South Park Township Planning Commission
South Park, PA 15129

February 25, 2026

Pledge of Allegiance

Notice to Attendees Notice was read by Russ Bracker.

Roll Call The meeting was called to order by H. Russell Bracker.

Present: H. Russell Bracker, Patrick Sable, James Waychoff, Rob Devine, Bill Matyger and Mark Depretis.

Absent: John Papinchak, Dan Deiseroth, Township Engineer and Carolyn Yagle, Planning Consultant

Approval of Minutes

Motion was made by Mr. Depretis, seconded by Mr. Matyger to approve the minutes from the November 25, 2025 regular Planning Commission Meeting. *Members voted 5-0-1 to approve. Mr. Waychoff abstained from voting since he was not in attendance in November. The motion was carried.*

**2025 Annual Planning
Commission Report**

Mr. Bracker: Okay new Business we have.

Mr. Depretis: Mr. Chairman, before we continue, I believe Ms. Adams has signed in to speak tonight and I don't see an opportunity, since we're not having a comment section listed on here, so she has anything she'd like to say if you could just put that into our opportunity here.

Mr. Bracker: Sure, by all means. Okay.

Ms. Adams: Listen, I'm here to support you, but I also want to thank you. I want to thank you for all that you've done this past year. I wish you luck this future year. I want to thank you for especially your time, your commitment, your expertise, especially your expertise in what you, whatever comes before you, you seem to know what to do. And if I can be of any assistance this year, please don't hesitate. I left you my card. And I'm here for you. I just, I'm here today. So, I respect you. Thank you for doing what you do.

Mr. Backer: Thank you very much.

Mr. Devine: Quick question while you're here. Is there a timetable for getting a new code enforcement officer?

Ms. Adams: We interviewed yesterday, one person, so we're unsure it's going to have to go back and forth. I'm hesitant on what I'm allowed to say.

Mr. Depretis: Okay and is there still going to be a position for the planning consultant?

Ms. Adams: Yes, we did an interim, so for now, 'cause I believe it's out, we're looking out there.

Mr. Devine: Okay, okay.

Ms. Adams: You're talking about an engineer?

Mr. Depretis: Not engineer, Carolyn Yagle.

Ms. Adams: Oh, Carolyn, no, no, we haven't gotten that far with Carolyn.

Mr. Bracker: Okay, okay.

Mr. Devine: We'd just like to let you know that she's very helpful, or at least somebody in that position. It's extremely helpful.

Ms. Adams: Well, I think I need to know that because seriously, I've seen her here and I don't know what she actually does.

Mr. Waychoff: She does an outstanding job.

Ms. Adams: Okay, well that's helpful for me to know that.

Mr. Depretis: Yeah, she answers any of our questions, that's something that we may not be familiar with, where she has the experience in. She's definitely factual and I don't know if in all the times that I personally had to deal with her that she has steered us and gave us any reason to doubt her expertise.

Ms. Adams: That's good, how long has she been there?

Mr. Depretis: I don't remember her not being here as long as I've been here.

Mr. Sable: Yeah, she's been here awhile. Well, I came on here in 2013 so, Russell, was she here?

Ms. Adams: This is not just a recent appointment.

Mr. Depretis: Oh, no, no, no.

Ms. Adams: Okay, thank you.

Mr. Bracker: She's very familiar not only with our code, but more importantly also the Municipal Planning Code of the state of Pennsylvania, so, she can bring all of that knowledge to help us when we're dealing with these plans.

Ms. Adams: Well, I want you to know, I'm going to pass that on to the other supervisors on your recommendation.

Mr. Depretis: Yeah, I don't know if, oh I don't have anything bad to say about Carolyn.

Mr. Sable: Oh, me neither. Sharon, another thing is, but the ten year, Mark, what's that called?

Mr. Depretis: The comprehensive plan.

Mr. Sable: The comprehensive plan, I think is coming up in the next year or two.

Ms. Adams: I made mention of that to Karen. I want to be on that committee for that.

Mr. Sable: And Carolyn is a very important part of guiding all of us through that process because of her knowledge of the laws of the Commonwealth and she's done it before, and I know that there could be some changes being possibly proposed but then she would know how to make those changes and bring it forward. She becomes a very important player in getting that final document to us. And then I think it comes to the planning commission, and it goes to the township supervisors, I think. Is that what you remember?

Mr. Bracker: Yeah, we're involved in that process. Not this last time but previously we even did a bus trip around the Township so we could actually see properties around the Township that were being discussed. That was with Gary years ago that's probably back in 2010 (*more like 2005*)

Mr. Sable: Yeah, that was before I got on. When I got on, they were just coming to the end of finalizing the ten-year plan. (The comp plans were accepted through resolution in 1995/1996, 2005 and 2018)

Ms. Adams: Yeah, that is coming up and yeah, the SALDO, we are looking into that as well. If you have any other questions I can answer?

Mr. Bracker: We're glad you're here.

Ms. Adams. I am glad to be here in front of all these handsome men here. You guys are just wonderful for this community really; all your years of expertise and knowledge it's just so refreshing to have you here. I'm just so grateful you are. That's why I'm here, I'm having that. Because probably everybody screams at you all the time.

Mr. Bracker (*chuckling*) Not all the time.

Ms. Adams: Some insight. That's actually why I'm here, nobody else is screaming.

Mr. Sable Well, it's good that you come because it shows us you're interested in understanding what our role is.

Ms. Adams: Well, I'll be back.

Mr. Sable: Okay, that's good. That's good.

Mr. Bracker: Well, thank you very much, Sharon. So, our one other item is to consider approval of the annual report to the Board of Supervisors of the 2025 Planning Commission report.

Motion made by Mr. Devine seconded Mr. Sable by to Approve the 2025 Annual Planning Commission Report and that it now be submitted to the Board of Supervisors. *All members voted aye. The motion was unanimously carried.*

Mr. Sable: Now Sharon, this will come to you, you'll see this coming in front of you that this Planning Commission has approved their annual report and then it comes to the Township Supervisors for, not only confirmation but secondary approval. That's what I remember Russ, is that what you remember?

Mr. Bracker: Yeah.

Mr. Sable: Is that what you remember, Jim? The approval that goes to the supervisors.

Mr. Waychoff: Absolutely.

Mr. Bracker: Yeah. And I think that's all part of the municipal planning code that that's required that we provide that report.

Ms. Adam: Now who did the report?

Mr. Sable: Sue, the secretary for the code enforcement officer. And it's just a matter of listing by month what happened in each month. That's a pretty...

Mr. Devine: What votes were taken, what was approved, what wasn't. What did we accomplish for the year, by the month.

Ms. Adams: Okay, that's what I need to know. So, did she just get it from the minutes?

Mr. Sable: She prepares the minutes of each meeting.

Ms. Adams: Oh, okay. I didn't know that either.

Mr. Sable: That's okay. She just takes it from those minutes.

Ms. Adams: Okay, I just have to write that down

Mr. Sable: In fact, I think, do we have a copy?

Mr. Devine: Well, I think that last meeting there was a transcript because of future concerns. There was an actual court reporter. There was an actual transcript.

Some inaudible back n forth about showing Ms. Adams either the November minutes or the Annual report, unclear which is being referenced at this point.

NOTE- Per MPC guidelines, the Planning Commission is required to approve and submit their annual report to the Supervisors no later than March 1st of the following year. This report is a summary of those actions which were taken at each meeting held throughout the year. The report is a compilation of each monthly status report which had been previously submitted to the Supervisors throughout the year. The monthly reports are dictated by the Code Enforcement Officer. This report is not required to go to the Supervisors for approval.

Next Regular

Wednesday, March 25, 2026 at 7:00 p.m.

**Meeting
Adjournment**

Motion was made by Mr. Matyger seconded by Mr. Depretis to adjourn the meeting. All members voted aye. The motion was unanimously carried.

Time: 7:18 P.M.