

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

**Board of Supervisors**

**January 8, 2024**

**Pledge of Allegiance**

**Roll Call**

Ed Snee presiding. Board members Brian Lucot and Lawrence Vogel were present. Also in attendance were Karen Fosbaugh, Township Manager; Chief McDonough, Aaron Laughlin, Director of Public Works; and Irv Firman, Solicitor; Tom Bonidie, Code Enforcement Officer; Carolyn Yagle, Planning Consultant.

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 11, 2023 – After the regular meeting to discuss personnel matters.

Tuesday, December 12, 2023 – Possibly during the employee Christmas luncheon.

Saturday, December 16, 2023 – Possibly during the Broughton Volunteer Fire Department annual Christmas Dinner.

Tuesday, January 2, 2024 – Prior to the Reorganization meeting to discuss personnel matters.

Tuesday, January, 2, 2024 – After the Reorganization meeting to congratulate and welcome Mr. Vogel to the Board of Supervisors.

Thursday, January 4, 2024 – Workshop session and personnel matters.

Monday, January 8, 2024 – Prior to the regular meeting to discuss issues of safety.

**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 comments or questions were submitted.

**Call on the People**

**Tim Foster, 1026 Westchester Dr.** – Mr. Foster inquired about Ordinance No. 715 and whether there was a public forum. Mr. Snee informed Mr. Foster that Ordinance No. 715 is on the agenda this evening, and Ms. Yagle will be answering any questions or comments at that time.

**Julia Gunn, 1840 Stoltz Rd.** - Ms. Gunn inquired about the upcoming Bethel Park elementary school and the traffic that will be impacting the Township. Mrs. Fosbaugh commented that the Township has had no discussion with Bethel Park. Ms. Gunn remarked that from her discussion with Bethel Park, she was told there will be 50 to 60 busses and many individuals driving to and from the school traversing Stoltz Road and Berryman Ave. She expressed her concern for pedestrian safety. Ms. Gunn thanked the Police and the public for being more aware of pedestrians and bikers on Stoltz Road.

**Presentation on Ordinance No. 715**

**Ms. Yagle** – Ms. Yagle explained that the segment of the Planned Residential Development (PRD) amendment is formed from the authorization that the Board of Supervisors gave at its September 11, 2023 meeting to prepare and advertise a PRD related amendment. A draft was put together and was sent to the Planning Commission and Allegheny County for their review. The draft was advertised and was available for public review at the Township Administration Building. At the October 9, 2023, Board of Supervisors meeting, there was additional discussion, specifically related to the streets, and a motion was made associated with the street discussion. At the Planning Commission meeting held on October 25, 2023, a public forum was held, and the Planning Commission made a motion to recommend the Ordinance. At the Public Hearing held on November 13, 2023, there were a number of public comments received which were taken into consideration. The advertisement that occurred in the fall followed the Municipalities Planning Code, and the advertisement as it occurred as part of the enactment process also followed the Municipalities Planning Code. Ms. Yagle then reviewed aloud the contents of Ordinance No. 715, which was provided to all in attendance.

**Kerry Bizila, 6805 Hilldale Dr.** – Ms. Bizila inquired about the removal of retirement communities. Ms. Yagle explained that retirement community PRD was called out in the ordinance today. That has been

something that is part of the PRD discussion throughout 2023. When the analysis was done, looking at what the densities are permissible with that type of thing, there are various land uses that are outlined as possibilities for someone to pursue. There are other districts within the Township where those non-residential land uses are otherwise permissible. Someone can come in and propose a PRD as long as it fulfills the criteria, and it can be opened to anyone. The way in which that had previously been drafted years ago, and the way that some of these are working now, it wasn't necessarily a forward moving kind of thing. Stemming from that density this early on, we thought this could be deleted. Mr. Firman added that that was part of the ordinance at the Public Hearing in November. Ms. Yagle agreed and stated that those were also part of what the Planning Commission discussed at their October meeting.

**Raymond Steinhauser, 1555 Berryman Ave.** – Mr. Steinhauser asked if all the collector streets were mentioned in the document, and Ms. Yagle stated yes. He mentioned that he lived on a state road. Ms. Yagle read aloud the existing definition of a collector street. She explained that what the amendment does is identify that a PRD is permissible in R-2 and R-3 only if that PRD is accessed from a collector street or arterial street as defined by the ordinance. She added that Berryman Ave. is not included as a collector street. Mr. Steinhauser inquired about Sleepy Hollow Rd., and Ms. Yagle replied that Sleepy Hollow Rd. was amended on the ordinance.

**Ben Gray, 3619 Downing St.** – Mr. Gray asked about the R-2 Zoning District. Ms. Yagle explained that R-2 was removed as part of the spring 2023 Public Hearing process. The consideration was what districts were along those roads that still have land potentially available for development. The options were whether there is going to be an additional consideration for residential development. The existing ordinance does not have dimensional criteria associated with minimum lot sizes, coverage, setbacks and all those kinds of things. The other part of the evaluation was if we were going to remove it from some districts, and we are going to have a reconsideration of what has happened and what could happen in R-2. It is very important to think about the dimensions for each of these lots. Mr. Gray asked about the minimum square footage. Ms. Yagle explained that this is the existing ordinance and there are no minimum dimensional requirements in this ordinance. Mrs. Fosbaugh stated that the Township could email that portion of the ordinance to him. Mr. Firman asked if Mr. Gray was referring to the ordinance from the Public Hearing in November. Mr. Gray replied that he is referring to sections O and P of the current document. Ms. Yagle commented that consideration was made for what was incurred and again evaluation in things like the TODD and what has been developed and also consideration for trying to minimize the nonconformity that would exist with anything that has otherwise been developed to date. Mr. Gray asked if a PRD can be built on Stewart Road. Ms. Yagle replied that a

PRD can be built on the state portion of the road. Mr. Gray stated that Stewart Road connects to Brownsville Road with a bad intersection. It would increase traffic at that intersection if a PRD was developed on Stewart Road. He asked why PRDs were not removed entirely from the R-2 Zoning District. Ms. Yagle explained that there were a couple of reasons for the consideration of R-2. This PRD proposes that only single-family detached dwellings would be permissible within R-2. There is a level of compatibility that this amendment seems to have as consistent because the ordinance as it exists today with what is permissible within land use type in R-2 was much greater, and that is in part why that amendment earlier in Ordinance No. 712 happened in the first part of the year. This has a couple layers to consider as part of the amendment as well, not just the district, but the land use, specifically single-family detached dwellings. Mr Gray inquired about Summit Station. Ms. Yagle explained that Summit Station was done with the BP District and an overlay. It is a Transit Oriented Development as part of that overlay. It is very different than a PRD, and it is done as a completely different process. The land use associated with the TODD is very different than the PRD.

**Paul Smith, 1009 Old Post Rd.** – Mr. Smith thanked Mrs. Fosbaugh for providing the documentation. He commented that he currently resides in an R-1 Zoning District, and mentioned a current new home built in his neighborhood. Ms. Yagle explained that this specifically is looking at the PRD requirements. In the base district requirements in R-2, if someone is coming in to do a standard development and not a PRD application, they would follow the dimensional criteria that is within the Township ordinance for R-1, R-2 and R-3. Mr. Smith asked if the units going in a PRD would have smaller lot sizes, and Ms. Yagle replied that that is correct. There are no open space requirements for R-1, and she read aloud the definition of open space. Ms. Yagle explained, again, why the consideration was made to remove PRDs from some area. She added that there is still criteria for traffic impact that need to be done as part of any application and are subject to review. Ms. Yagle reviewed the lot sizes mentioned in the ordinance.

**Tim Foster, 1046 Westchester Road** – Mr. Foster inquired about the phrase “consideration was given.” Ms. Yagle explained that there were Public Hearings associated with proposals and PRDs, etc. throughout 2023. She attended those hearings and reviewed the minutes as well as attending the monthly Planning Commission meetings. There are things discussed as part of the Planning Commission agendas for applications submitted. They looked at the PRD chapter as a whole. The consideration was what the public comments have been in 2023. The staff has been going through records in trying to understand what the pattern has been and what over the years has gone through the process and what has not gone through the process. Items O and P in the ordinance came from the fall discussion and at the Public Hearing in

November. The element of O and P as amendment from the November Public Hearing were done based on items that were introduced as part of the Public Hearing discussion and the evaluation of what was done in other places, such as the TOOD. We looked at the minimum lot sizes and that there are no dimensional requirements within the existing PRD. We also looked at what has been constructed over time and tried to minimize the number of nonconforming lots. There were also comments made at the Planning Commission meeting in October. Ms. Yagle stated that nothing within the proposed amendment would permit a PRD on Sleepy Hollow Road. She, again, reviewed the PRD open space and lot size requirements in the R-2 Zoning District.

**Julia Gunn, 1840 Stoltz Rd.** – Ms. Gunn stated she has 10 acres on her property, which borders Stoltz Road. She asked if a PRD would be permitted. Ms. Yagle replied that if she was an applicant, a single-family detached dwelling would only be permitted. She asked why the lot size requirement was not a quarter acre. Ms. Yagle used her property as an example and stated that 15% of her 10 acres would potentially be dedicated to a right-of-way for road, utilities, etc. In terms of acres, she could have a permissible number of units based upon the square footage. She would need to take off 1.5 acres at a minimum for infrastructure. There would be 8.5 acres left. 2.5 acres would need to be dedicated to open space. On the 6 acres remaining, she would need to have each lot at 8,500 square feet.

**Bruce Shiring, 2395 Stewart Rd.** – Mr. Shiring inquired about R-1 and the acreage required. Ms. Yagle explained that there is a current PRD chapter within the code. R-1 is permissible to host a PRD application. The amendment proposes the entire references to PRD being allowed in R-1. There is a minimum acreage if a PRD was to be proposed in R-1. This amendment states that no more PRDs can occur in R-1. We need to delete sentences within different parts of the ordinance that may reference PRD. Mr. Shiring asked if a gas well is being proposed on the school property on Stewart Road. Ms. Fosbaugh replied that the Township ordinance relative to gas wells does not permit a structure, compressor station or anything similar. It only permits horizontal drilling. Gas wells are only permitted in one distinct area of the Township, not behind the school.

**Paul Smith** – Mr. Smith asked if there was a map change proposed, and Ms. Yagle replied there was not. Ms. Fosbaugh explained that a map change requires an ordinance change, as well.

**Sarah Thor, 3615 Downing St.** – Ms. Thor mentioned the Hobby Farm ordinance relative to chickens.

- Action on Minutes** Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the minutes of the Regular Meeting of the Board of Supervisors held on December 11, 2023. All members voted aye. Motion carried.
- Action on Minutes** Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the minutes of the Reorganization meeting held on January 2, 2024. All members voted aye. Motion carried.
- Action on Invoices** Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the payment of invoices for the month of December, 2023. All members voted aye. Motion carried.
- Action on Ordinance No. 715** Mr. Lucot informed the audience that the Board has reviewed the ordinance for quite some time and has taken the public’s comments into consideration. The Board is trying to do the right thing, and he hopes that Ms. Yagle was able to answer everyone’s questions.
- Motion by Mr. Lucot, seconded by Mr. Vogel, to approve Ordinance No. 715: AN ORDINANCE AMENDING THE TOWNSHIP OF SOUTH PARK, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ORDINANCE NO. 556 (“ZONING ORDINANCE”), AS AMENDED, ARTICLE II: DEFINITIONS, ARTICLE IV, R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL DISTRICT, ARTICLE V: R-2 MEDIUM-DENSITY SINGLE-FAMILY RESIDENTIAL DISTRICT, ARTICLE VII: R-4 MULTIFAMILY RESIDENTIAL DISTRICT, AND TO AMEND ARTICLE XVIII: PLANNED RESIDENTIAL DEVELOPMENT (PRD) TO MAINTAIN CONSISTENCY WITH SAID UPDATES. All members voted aye. Motion carried.
- Action on Ordinance No. 716** Motion by Mr. Lucot, seconded by Mr. Vogel, to approve Ordinance No. 716: AN ORDINANCE OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA, ACCEPTING CERTAIN IMPROVEMENTS IN THE SUMMIT STATION PHASE 1 SUBDIVISION PLAN AS PUBLIC IMPROVEMENTS OF THE TOWNSHIP OF SOUTH PARK. All members voted aye. Motion carried.
- Action on 2024 Junkyard License – Louis Pane, Jr.** Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the application of Louis Pane, Jr., representing Advanced Auto Recyclers, Inc., 3100 Ridgeway Drive, for a 2024 Junkyard License. All members voted aye. Motion carried.

**Action on Release of Bond – Summit Station Phase 1**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the reduction of the performance bond request submitted by Developer, T & R Properties, for the project identified as the Summit Station Phase 1 Plan as follows:

Cash Bond	\$451,512.60
Reduction	<u>( 41,046.60)</u>
Remaining Balance	\$410,466.00

and allowing the remaining balance in the amount of \$410,466.00 to serve as the required 18-month maintenance bond, as recommended by the Township Engineer. All members voted aye. Motion carried.

**Action to Ratify Insurance Proposal – American Public Risk, LLC – AmGuard Insurance Co.**

Motion by Mr. Lucot, seconded by Mr. Vogel, to ratify the insurance proposal submitted by general managing agent American Public Risk, on behalf of AmGuard Insurance Co., to provide insurance coverage to South Park Township for the calendar year 2024, including but not limited to the following:

A. Property	G. Public Officials Liability
B. Boiler and Machinery	H. Employment Practice Liability
C. Inland Marine	I. Law Enforcement Liability
D. Crime	J. Automobile Liability
E. General Liability	K. Umbrella
F. Employee Benefits Liability	L. Terrorism/Cyber Liability

at a total premium of \$120,112.00 All members voted aye. Motion carried.

**Action to Ratify 2024 Workers’ Compensation Insurance Proposal – AmTrust Insurance Company**

Motion by Mr. Lucot, seconded by Mr. Vogel, to ratify the insurance proposal submitted by AmTrust Insurance Company which outlines the terms and conditions for the provision of Workers’ Compensation Insurance to South Park Township for the period January 1, 2024 – January 1, 2025, at a total premium cost of \$107,371.00. All members voted aye. Motion carried.

**Action on Resolution No. 1-24**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve Resolution No. 1-24: A RESOLUTION OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, PENNSYLVANIA, DECLARING ITS INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR THE DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008, AS AMENDED MARCH 28, 2019. All members voted aye. Motion carried.

**Action on  
Resignation – Police  
Officer Luke Lloyd**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the resignation of Officer Luke Lloyd from his position as a Junior Patrolman with the South Park Township Police Department, with an effective date being January 14, 2024, at the close of the business day. All members voted aye. Motion carried.

**Action on Resolution  
No. 2-24**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve Resolution No. 2-24: A RESOLUTION OF THE TOWNSHIP OF SOUTH PARK, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTED PURSUANT TO ORDINANCE NO. 295 OF THE TOWNSHIP OF SOUTH PARK KNOWN AS THE PERSONNEL CODE OF THE TOWNSHIP OF SOUTH PARK, SETTING THE COMPENSATION AND BENEFITS OF THE BOARD OF SUPERVISORS AND AUDITORS AND THE COMPENSATION RANGES AND BENEFITS OF CERTAIN FULL-TIME ADMINISTRATIVE PERSONNEL AND CERTAIN OTHER PERSONNEL. All members voted aye. Motion carried.

**Action on Payment  
Request No. 2 – Rt.  
88 and Brownsville  
Road Intersection  
Project – Gemm  
Demolition**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve Payment Request No. 2 in the amount of \$87,562.50 as submitted by the Contractor, Gemm Demolition, for the demolition work completed to date on the Rt. 88 and Brownsville Road Intersection project, as recommended by the Project Engineer. All members voted aye. Motion carried.

**Action to Authorize  
Attendance of  
Recreation Director  
Devon Serena – 2024  
PA Recreation and  
Park Society**

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the attendance of Recreation Director Devon Serena to the annual PA Recreation and Park Society (PRPS) Conference & Expo which will be held on March 12, 2024 to March 15, 2024, at a cost of \$400.00 for the registration fee. All members voted aye. Motion carried.

**Action on MS4  
Report –December,  
2023**

Mrs. Fosbaugh explained that following is the MS4 report for December dated January 8, 2024. MS4 is the acronym for Municipal Separate Storm Sewer System.

1. The part-time litter collection employee continued on with litter collection activities on Township streets to prevent trash from impacting the function of the stormwater inlets.
2. The Public Works Department raised two sanitary sewer manholes in December; however, no catch basins were rebuilt because of the weather.
3. The Public Works Department continued to remove leaves from storm water inlets to ensure functionality.
4. The bid opening for the 2024 Township-Wide Sanitary Sewer Project will be held on February 7, 2024.



5. The Public Works Department continues to inspect outfalls in December. This is an ongoing process.

Motion by Mr. Lucot, seconded by Mr. Vogel, to approve the MS4 Report for the month of December, 2023. All members voted aye. Motion carried.

**Action to Establish  
the 2024 IRS  
Reimbursement Rate  
for Mileage**

Motion by Mr. Lucot, seconded by Mr. Vogel, to establish the IRS rate for mileage reimbursement at \$0.67 per mile in 2024. All members voted aye. Motion carried

**Police Chief's Report**

The Police Chief's Report for December, 2023:

Calls for Service	575
Arrests	5
Traffic Citations	21
Warnings Issued	40
Reportable Accidents	2
Non-Reportable Accidents	7
Fire Calls	8
Emergency Medical Assists to Tri-Community EMS	88
Deer Struck by Vehicles	2

The Police Chief's Annual Report for year 2023:

Calls for Service	7,242
Arrests	78
Traffic Citations	361
Warnings Issued	843
Reportable Accidents	28
Non-Reportable Accidents	71
Fire Calls	107
Emergency Medical Assists to Tri-Community EMS	888
Deer Struck by Vehicles	32

Motion by Mr. Lucot, seconded by Mr. Vogel, to accept the Police Chief's reports for the month of December, 2023 and the year 2023. All members voted aye. Motion carried.

**Supervisors'  
Comments**

**Mr. Lucot** – Mr. Lucot thanked everyone for attending. He thanked Public Works for their great job plowing/salting the roads on Saturday.

**Mr. Vogel** – Mr. Vogel also thanked everyone for attending the meeting.

**Mr. Snee** – Mr. Snee thanked everyone for attending. He expressed his appreciation to Public Works for their excellent service in clearing the roads. He also thanked Chief McDonough for his department's handling of the accidents over the weekend.

**Adjournment**

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

**Time: 7:25 p.m.**