



**TOWN OF McCANDLESS  
MEETING OF TOWN COUNCIL  
AGENDA  
MARCH 25, 2024**

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**Executive Session at 6:30 p.m. to discuss legal and real estate matters**

- 1. Call to Order at 7:30 p.m.**
- 2. Pledge of Allegiance led by Town Councilmembers**
- 3. Announcements**
  - a) Joanne Steigerwald Proclamation**
  - b) Library Week Proclamation**
  - c) Northland Public Library will host the 2024 Garden Gala on Saturday, April 20, 2024. Tickets went on sale February 1, 2024**
  - d) The Environmental Advisory Committee has planned a spring roadside cleanup on April 20 at 8:30 a.m. Registration is required. Visit the Town website for more details.**
  - e) The Town of McCandless Police Department is seeking applicants for full-time police officers. An application can be found on the Town website and must be returned completed to the police department by Friday, April 19, 2024 at 4:00 p.m. Visit the Town website for more details.**
- 4. Public Comment on Agenda Items Only**
- 5. Motion to approve the following minutes, submitted to each member of Council:**
  - a) Meeting of Town Council Minutes March 11, 2024**
- 6. Reports of Committees:**
  - a) Report of ADMINISTRATION AND FINANCE COMMITTEE (Casey)**
    - i) Staff Reports**
      - (1) Review and Motion to [approve/deny] Check Listing No. 2 dated February 1, 2024, to February 29, 2024, totaling \$1,396,173.56 as submitted to each member of Council and posted on the bulletin board and Town website.**
      - (2) Review the February 2024 Financial Summary and Dashboard Report**
      - (3) Communications Report**
      - (4) Junior Councilmembers' Report**

- ii) Liaison Reports
  - (1) McCandless Industrial Development Authority – Doug Arlow
  - (2) North Hills Council of Governments – Jason Singer
- iii) Public Comment on Administration and Finance Committee Items
- b) Report of PLANNING AND ZONING COMMITTEE (Arlow)
  - i) Staff Reports
    - (1) Planning Director's Report
  - ii) Liaison Reports
    - (1) Planning Commission – Doug Arlow
    - (2) Zoning Hearing Board – Trish Cloonan – NO MEETING
  - iii) Public Comments on Planning and Zoning Committee Items
- c) Report of RECREATION COMMITTEE (Giorgetti)
  - i) Liaison Reports
    - (1) Finance Development & Promotional Committee for the Heritage and Cultural Center – Don Hart
    - (2) Activities Advisory Ad-Hoc Committee – Trish Cloonan – NO MEETING
  - ii) Public Comments on Recreation Committee Items

7. **Town Manager's Report**

- a) **Engineer's Report**

8. **Town Attorney's Report**

9. **Old Business**

10. **New Business**

- a) Motion to award the contract for the Vestal Stream Restoration: Phase 1 Project to C. Crump Inc. in the base amount of \$163,498.00.
- b) Motion to [approve/reject] the Blazier Dr No. 5 Subdivision (McCandless Square Phase 3) application submitted by Laurel Communities, LLC, located at Blazier Dr and Cooper St, as reviewed by the Town Engineer in their letter dated March 21, 2024 and recommended for approval by the Planning Commission.
- c) Motion to [approve/reject] tentatively identified Ordinance No. 1548 of the Town Council of the Town of McCandless, Allegheny County, Pennsylvania, amending Part Thirteen, Planning and Zoning Code of the codified ordinances and zoning district map of the Town of McCandless to rezone property located on Cumberland Road, identified as Allegheny County Block and Lot 827-p-339, from Special District (SD) to Moderate Density Neighborhood (R-M) District

- d) Motion to [adopt/reject] tentatively identified Resolution No. 4 of the 2024 series establishing a master resolution to govern various town fees and charges.
- e) Motion to authorize the Personnel Board to create an updated Police Officers Lieutenants and Sergeants promotion list
- f) Motion to [approve/reject] tentatively identified Resolution No. 5 of the 2024 series amending the McCandless/Northern Allegheny Heritage and Cultural Center's core documents
- g) Motion to authorize the Town Solicitor to initiate a formalized Park Rules Ordinance

**11. Public Non-Agenda Comments****12. Adjournment**

Respectfully submitted,



Brian M. O'Malley  
Town Manager

OFFICIAL TOWN OF McCANDLESS  
RESOLUTION No. 12 OF 2016

**A RESOLUTION OF THE TOWN OF McCANDLESS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, TO  
PRESCRIBE RULES FOR PUBLIC COMMENT AT MEETINGS OF TOWN COUNCIL**

**WHEREAS**, Pennsylvania's Sunshine Act, 65 Pa. C.S. §§ 701 et seq., as well as Sections 405 and 406 of the Town of McCandless Charter, require the Town of McCandless to provide a reasonable period of time at each advertised regular or special meeting of Town Council for residents and taxpayers to address Council on matters of general or special concern, official action or deliberation on matters under consideration by Council; and

**WHEREAS**, Section 406 of the Charter provides that Council shall adopt and enforce such reasonable rules and procedures as may be necessary for the orderly conduct of its business; and

**WHEREAS**, the Town Council of the Town of McCandless has determined that both its compliance with the Sunshine Act and the efficient and effective conduct of its meetings and the maintenance of order at said meetings would be advanced by the promulgation of a set of rules regarding such public comment.

**NOW THEREFORE, BE IT RESOLVED** by the Town Council of the Town of McCandless as follows:

**Section 1.**

1. A separate period of public comment shall be held for each agenda item considered at each advertised regular or special meeting (business meeting) of the Town Council of the Town of McCandless after comments are made by Council, but before the item is voted upon. These comments shall be limited to the agenda items currently before Council. At the end of a regular or special meeting (business meeting), a public comment period will be held for general comments on matters of Town concern. This comment period will be subject to the same rules applicable to public comments.

2. The President of Town Council shall preside over the public comment period and shall recognize residents or taxpayers of the Town wishing to offer comment during such period.

3. Public comment shall be limited to residents or taxpayers of the Town. Any resident or taxpayer wishing to address Town Council during such public comment period shall provide their name and address prior to the public comment period. The Town shall have written forms for such identification prepared and available at each such advertised regular or special meeting of Town Council.

4. Each resident or taxpayer who has signed in and who wishes to speak shall address the President of Town Council and, upon recognition and receiving permission to speak, shall confine his or her remarks to issues or items which constitute matters of concern, official action or deliberation which are or may be before the Town Council and which relate to matters on the agenda except for the open comment period at the end of a regular or special meeting (business meeting).

5. The President of Town Council may rule out of order any offensive, insulting, threatening, scandalous or obscene comments as determined by the President to be disruptive or to otherwise prevent the orderly conduct of the official business of that meeting or who becomes boisterous or who makes threats against any person or against public order and security may be forthwith barred by the President of Town Council from continued attendance at that meeting unless permission to continue shall be granted by a majority vote of those Council members present.

6. Each individual person's comments shall be limited to a maximum of five (5) minutes and each individual shall be given an opportunity to comment on each agenda item at each regular or special meeting (business meeting). When a group of persons wishes to address Council on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address Council and to limit the number of people addressing Council on the same matter so as to avoid any unnecessary repetition. This will not prevent individual members of the group from commenting to the extent that they wish to comment on an issue not addressed by the designated spokesperson.

7. The President of Town Council shall have the authority to call a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

8. With respect to Committee meetings, the Committee Chair shall provide for a period of public comment at the conclusion of each Committee meeting, which public comment period shall be governed by the same rules applicable to comments at regular Council meetings. Public comments at Committee meetings shall be limited to comments regarding agenda items for that particular Committee meeting.

9. At each Agenda Review meeting, the President of Council shall provide for a period of public comment after each item on the agenda, which comment period shall be governed by the same rules applicable to public comments at regular Council meetings.

10. The Town endeavors to provide accurate and timely information to questions asked by its citizens. Questions asked during public comment periods will be treated as comments. Answers will be provided by the Town Administration or Town Council as appropriate.

*(Adopted by the McCandless Town Council on June 27, 2016)*



# Town of McCandless

## Financial Dashboard

### For the 2 Months Ending

### February 29, 2024

General Fund Revenues 2024	
Budget vs. Actual	
\$ 17,819,049	Budget
\$ 1,267,340	Actual
7.1%	

General Fund Expenditures 2024	
Budget vs. Actual	
\$ 19,244,985	Budget
\$ 2,652,172	Actual
13.8%	

Net Change in General Fund Fund Balance	
Budget vs. Actual	
\$ (1,425,936)	Budget*
\$ (1,384,832)	Actual
* Budgeted Capital Improvements Program Fund Transfer	

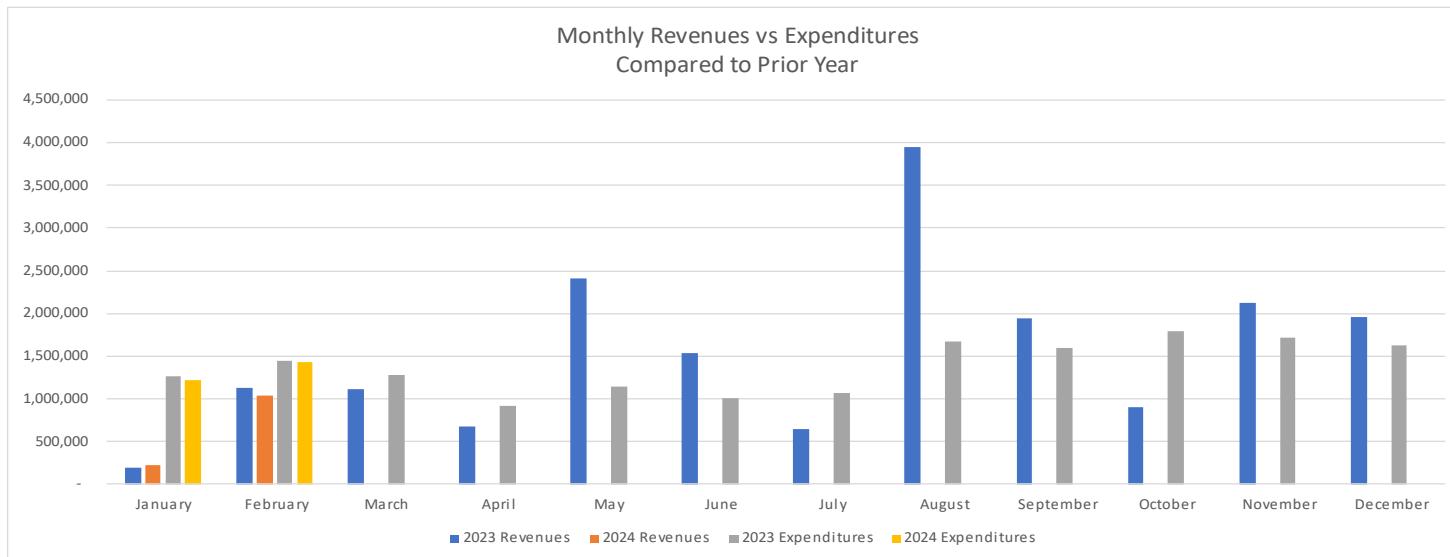
Public Safety Expenditures Vs. Other As Compared to Actual Expenditures	
46%	Public Safety
54%	Other
100%	Total

General Fund Revenues 2023	
Budget vs. Actual	
\$ 17,004,985	Budget
\$ 1,332,945	Actual
7.8%	

General Fund Expenditures 2023	
Budget vs. Actual	
\$ 18,522,325	Budget
\$ 2,721,597	Actual
14.7%	

American Rescue Plan Act Funds Received vs. Used	
\$ 2,955,603	Received^
\$ 2,116,905	Used
72%	
^ This is the full disbursement of ARPA funds	

Public Works Expenditures Vs. Other As Compared to Actual Expenditures	
30%	Public Works
70%	Other
100%	Total



**Revenues**  
**For the 2 months ended February 29, 2024**

	Amended Budget 2023	Actual Year to Date 2023	Actual As % Of Budget 2023	Adopted Budget 2024	Actual Year to Date 2024	Actual As % Of Budget 2024
<b>Taxes</b>						
Real Estate Tax	\$ 3,350,000	\$ 32,077	0.96%	\$ 3,456,500	\$ -	0.00%
Earned Income Tax	6,405,250	657,482	10.26%	6,900,000	678,337	9.83%
Realty Transfer Tax	1,382,400	140,480	10.16%	1,350,000	183,593	13.60%
Local Services Tax	710,000	133,482	18.80%	745,500	145,875	19.57%
Business Privilege Tax	1,400,000	96,464	6.89%	1,431,000	73,992	5.17%
<b>TOTAL Taxes</b>	<b>\$ 13,247,650</b>	<b>\$ 1,059,985</b>	<b>8.00%</b>	<b>\$ 13,883,000</b>	<b>\$ 1,081,797</b>	<b>7.79%</b>
Penalties & Interest on Delinquent Taxes	\$ 9,500	\$ 5,085	53.53%	\$ 8,000	\$ 4,349	54.37%
Licenses and Permits	388,675	56,000	14.41%	385,575	8,085	2.10%
Fines	35,500	4,338	12.22%	33,000	1,744	5.28%
Interest and Rents	140,000	34,788	24.85%	134,500	38,685	28.76%
State Funding	909,920	487	0.05%	905,350	613	0.07%
Local Funding	850,675	65,519	7.70%	955,100	74,801	7.83%
Charges and Fees	374,890	32,038	8.55%	437,000	32,804	7.51%
Assessments	7,900	71	0.90%	400	37	9.30%
Contributions and Donations	73,500	8,200	11.16%	72,300	25	0.03%
Sale of Assets	15,000	11	0.07%	15,000	24,400	162.67%
Fund Transfers	756,775	-	0.00%	869,824	-	0.00%
Refunds of Prior Year Expenditures	195,000	66,423	34.06%	120,000	-	0.00%
<b>TOTAL Revenues</b>	<b>\$ 17,004,985</b>	<b>\$ 1,332,945</b>	<b>7.84%</b>	<b>\$ 17,819,049</b>	<b>\$ 1,267,340</b>	<b>7.11%</b>

**Expenditures**  
**For the 2 months ended February 29, 2024**

	Amended Budget 2023	Actual Year to Date 2023	Actual As % Of Budget 2023	Amended Budget 2024	Actual Year to Date 2024	Actual As % Of Budget 2024
<b>General Government (400-409)</b>						
Town Council	\$ 143,600	\$ 12,769	8.89%	\$ 158,050	\$ 13,128	8.31%
Town Administration	626,140	72,830	11.63%	596,905	70,921	11.88%
Financial Administration	529,655	96,174	18.16%	400,545	54,907	13.71%
Tax Collection	411,260	47,587	11.57%	408,175	47,557	11.65%
Citizen Information	160,780	17,649	10.98%	163,925	30,854	18.82%
Buildings and Plant	648,860	185,735	28.62%	647,160	235,619	36.41%
<b>TOTAL General Government</b>	<b>\$ 2,520,295</b>	<b>\$ 432,744</b>	<b>17.17%</b>	<b>\$ 2,374,760</b>	<b>\$ 452,986</b>	<b>19.08%</b>
<b>Public Safety (410-419)</b>						
Police Protection	\$ 6,382,100	\$ 838,795	13.14%	\$ 6,564,045	\$ 946,619	14.42%
Fire Protection and Prevention	1,246,935	126,373	10.13%	1,304,305	145,726	11.17%
Ambulance	98,150	13,505	13.76%	192,000	11,022	5.74%
Code Enforcement	384,510	63,129	16.42%	345,615	70,594	20.43%
Planning and Zoning	276,220	57,345	20.76%	284,525	36,977	13.00%
School Crossing Guards	82,300	12,811	15.57%	84,475	11,927	14.12%
<b>TOTAL Public Safety</b>	<b>\$ 8,470,215</b>	<b>\$ 1,111,958</b>	<b>13.13%</b>	<b>\$ 8,774,965</b>	<b>\$ 1,222,865</b>	<b>13.94%</b>
<b>Public Works (426-446)</b>						
Recycling	\$ 62,550	\$ 4,242	6.78%	\$ 66,300	\$ 912	1.38%
Public Works Administration	2,188,900	365,351	16.69%	2,292,615	396,598	17.30%
Snow and Ice Control	593,720	201,825	33.99%	650,220	242,792	37.34%
Traffic Control Devices	435,370	84,970	19.52%	433,365	49,996	11.54%
Storm Sewers and Drains	29,000	1,941	6.69%	41,200	103	0.25%
Repairs of Vehicles and Machinery	631,655	79,974	12.66%	734,780	101,555	13.82%
Maintenance and Repairs of Roads/Bridges	61,200	2,603	4.25%	63,000	3,602	5.72%
Storm Water Mgmt and Flood Control	114,500	3,796	3.32%	166,500	1,936	1.16%
<b>TOTAL Public Works</b>	<b>\$ 4,116,895</b>	<b>\$ 744,702</b>	<b>18.09%</b>	<b>\$ 4,447,980</b>	<b>\$ 797,494</b>	<b>17.93%</b>
<b>Culture and Recreation (451-457)</b>						
Culture	\$ 29,200	\$ 778	2.66%	\$ 30,115	\$ 1,882	6.25%
Parks	286,535	4,664	1.63%	192,120	3,750	1.95%
Library	664,350	166,087	25.00%	671,345	167,836	25.00%
Community Celebrations	80,000	593	0.74%	94,900	1,097	1.16%
<b>TOTAL Culture and Recreation</b>	<b>\$ 1,060,085</b>	<b>\$ 172,122</b>	<b>16.24%</b>	<b>\$ 988,480</b>	<b>\$ 174,565</b>	<b>17.66%</b>
<b>TOTAL Refunds</b>	<b>\$ 114,000</b>	<b>\$ 10,071</b>	<b>8.83%</b>	<b>\$ 158,800</b>	<b>\$ 4,262</b>	<b>2.68%</b>
<b>TOTAL Interfund Operating Transfers</b>	<b>2,240,835</b>	<b>250,000</b>	<b>11.16%</b>	<b>2,500,000</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL Expenditures</b>	<b>\$ 18,522,325</b>	<b>\$ 2,721,597</b>	<b>14.69%</b>	<b>\$ 19,244,985</b>	<b>\$ 2,652,172</b>	<b>13.78%</b>



# Town of McCandless

9955 Grubbs Road, Wexford, PA 15090  
Phone: 412-364-0616 Fax: 412-364-5066  
Web: [www.townofmccandless.org](http://www.townofmccandless.org)

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To: Town Council  
From: John Bojarski, Public Information Officer  
Date: March 20, 2024  
RE: Communications Report

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Below are some recent statistics for our Town media and communications methods:

[Town Facebook page](#): Currently sitting at 5,135 follows. Over the last month, posts on the page reached 9,293 people with 3,810 post engagements (i.e., likes, shares and comments) and we received 19 new page follows.

[Police Facebook page](#): Currently sitting at 5,917 follows. Over the last month, posts on the page reached 56,995 people with 12,127 post engagements and we received 56 new followers. If this seems higher than usual (once again), it is. A February 29 post advertising the open officer positions reached more than 30,000 people.

[McMail](#): We sit at 4,057 subscribers. The March edition had a 60.4 percent “open” rate by subscribers and 6.78 percent of the contact list clicked on at least one link in the message.

[YouTube](#): The Town’s channel has 151 subscribers and 39,155 total views. Over the last month, we received 447 views (31.4 total hours viewed). A new initiative from the Heritage and Cultural Center to increase the exposure and number of videos and for the Center began within the last month.

[Instagram](#): The Town’s Instagram has 1,050 followers (an increase of 7 since last month).

[LinkedIn](#): The Town has 246 followers (an increase of 6 since last month).

For more details, see the graphics and charts on the following pages.

## Town Facebook stats

### Discovery

 Post reach	9,293
 Post engagement	3,810
 New Page Followers	19

### Interactions

 Reactions	537
 Comments	18
 Shares	13
 Photo views	2,048
 Link clicks	303

### Other

 Hide all posts	1
 Unfollows	0

## Top Performer



Thanks again to everyone who participated in trivia last night. The next trivia event will be March 19 at 7 p.m. at...

Published by John Bojarski Jr.  · February 21 at 11:14 AM · Allison Park...

Post Impressions 

4,667

Post reach 

4,357

Engagement 

1,811

## Police Facebook stats

### Discovery

 Post reach	56,995
 Post engagement	12,127
 New Page Followers	56

### Interactions

 Reactions	1,258
 Comments	175
 Shares	246
 Photo views	2,264
 Link clicks	3,270

### Other

 Hide all posts	0
 Unfollows	0

## Top Performer



The Town of McCandless Police Department is seeking applicants for full-time police officers. More info and th...

Published by John Bojarski Jr.  · February 29 at 8:55 AM · 

Post Impressions 

38,797

Post reach 

30,741

Engagement 

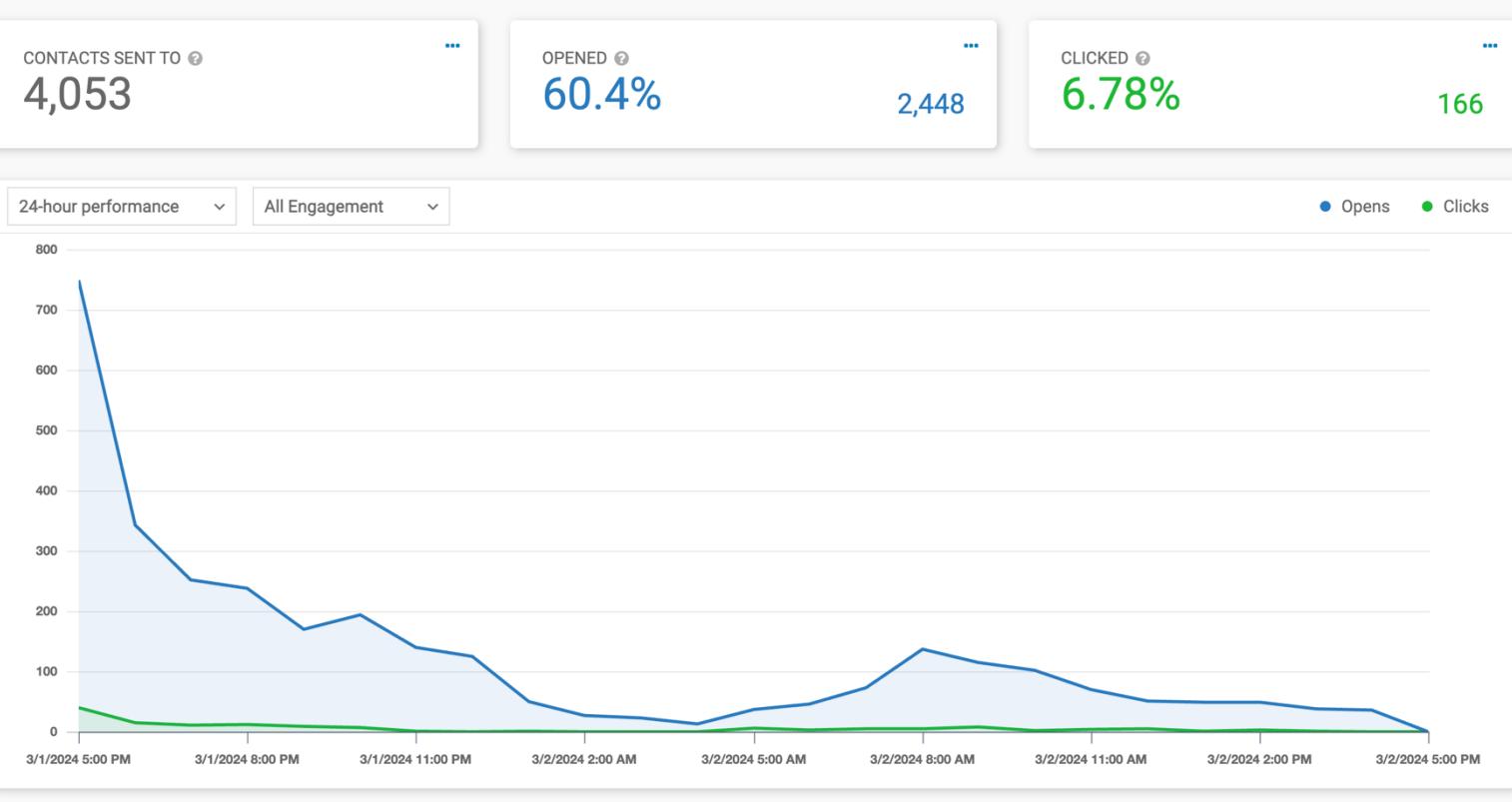
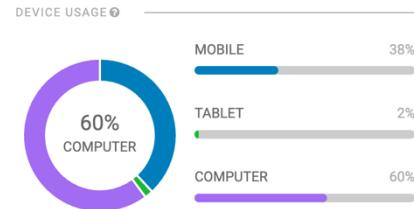
4,604

## March 2024 McMail

INFO  
**Subject** You've Got McMail™ – March 2024 e-newsletter from the Town of McCandless

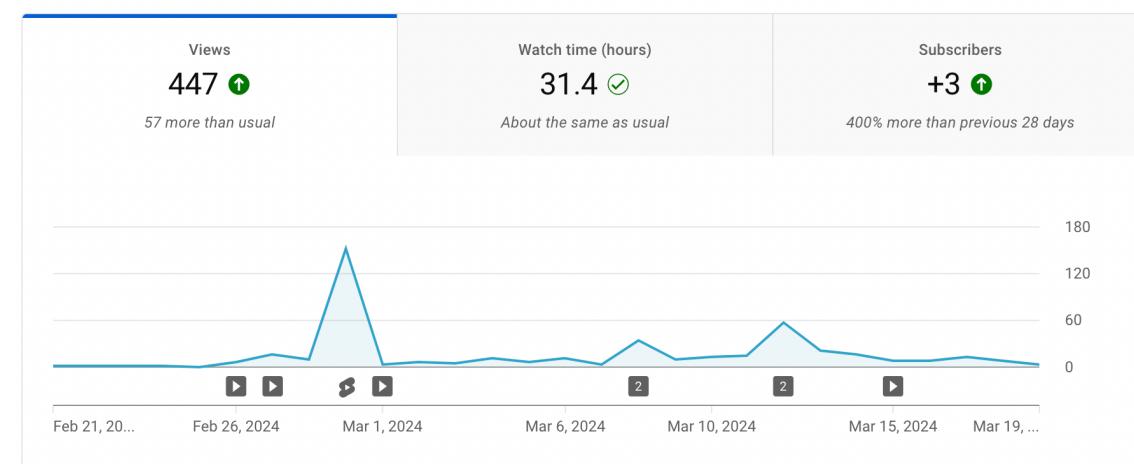
**Sent** March 1, 2024 5:00:03 PM  
 (1 minute 6 seconds)

TOTALS  
**Contacts Sent To** 4,053  
**Opened** (60.4%) 2,448  
**Clicked** (6.78%) 166  
**No Info** (38.76%) 1,571  
**Bounced** (0.84%) 34  
**Unsubscribed** (0.17%) 7  
**Complained** (0.07%) 3



## Town YouTube channel statistics

Your channel got 447 views in the last 28 days



Your top content in this period

Content	Views
1 Recap of Alzheimer's Presentation (February 22, 2024) Feb 29, 2024	157
2 Meeting of the Town Council (March 11, 2024) Mar 12, 2024	68
3 2024 Strategic Plan Update for the Heritage and Cultural Center Mar 8, 2024	50
4 Meeting of the Town Council (February 26, 2024) Feb 27, 2024	48
5 Minutes Matter Closing Comments Mar 12, 2024	31

**Town of McCandless All Funds**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

PAGES	FUND NO	FUND DESCRIPTION				Check Amount
8	01	GENERAL FUND CHECKING ACCOUNT (FUND 01)				\$ 994,047.12
1	01	PAYROLL CHECKING ACCOUNT (FUND 01)				\$ 333,703.28
1	01	FIRE APPARATUS CHECKING ACCOUNT (FUND 01)				\$ -
1	15	TRANSPORTATION DISTRICT FUND CHECKING ACCOUNT (FUND 15)				\$ -
1	18	CAPITAL IMPROVEMENTS FUND CHECKING ACCOUNT (FUND 18)				\$ 66,832.93
1	19	ASSESSMENT FUND CHECKING ACCOUNT (FUND 19)				\$ -
1	35	STATE HIGHWAY AID CHECKING ACCOUNT (FUND 35)				\$ -
1	91	REAL ESTATE AGENCY FUND CHECKING ACCOUNT (FUND 91)				\$ 1,590.23
<b>Total Checks</b>						<b>\$ 1,396,173.56</b>

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
5307	2/01/2024	ALL TRAFFIC SOLUTIONS, INC	TRAFFIC CLOUD SOFTWARE	Software	3,450.00	3,450.00
5308	2/01/2024	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - PD APPRECIATION WEEK MISC SUPPLIES TRAFFIC SIGNAL PARTS OFFICE SUPPLIES OFFICE SUPPLIES - PD	General Office Supplies Local Meetings Office Supplies Traffic Signal Parts	156.82 57.96 109.67 71.05 23.95 66.26	485.71
5309	2/01/2024	BOCK, MICHAEL	REIMBURSEMENT - TRAINING	Seminars & Training	26.94	26.94
5310	2/01/2024	BUTLER POWER EQUIPMENT, INC.	PARTS	Vehicle Parts	122.40	122.40
5311	2/01/2024	CDW GOVERNMENT, INC	ADOB PRO SUBSCRIPTION	Software	1,890.21	1,890.21
5312	2/01/2024	CENTRAL PARTS WAREHOUSE	PARTS - SALT SPREADER	Salt Spreaders	375.83	375.83
5313	2/01/2024	COMCAST	WIFI - VESTAL PARK	Other Operating Supplies	153.42	153.42
5314	2/01/2024	CRITCHLOW ENTERPRISES INC.	PARTS	Vehicle Parts	119.96	119.96
5315	2/01/2024	ELTECH SECURITY SYSTEMS	1ST QUARTER ALARM MONITORING - TOWN HALL 1ST QUARTER ALARM MONITORING - SCHOOL HOUSE	Building Security Services	91.50 84.00	175.50
5316	2/01/2024	EVEY, JASON	TRAINING REIMBURSEMENT	Seminars & Training	20.52	20.52
5317	2/01/2024	GLASS AMERICA	WINDSHIELD REPAIR	Vehicle Repairs	434.80	434.80
5318	2/01/2024	GLASSMERE FUEL SERVICE	UNLEADED & DIESEL FUEL	Unleaded Fuel Diesel Fuel	5699.29 4045.42	9,744.71
5319	2/01/2024	GRAINGER	OTHER SUPPLIES SHOP SUPPLIES	Other Operating Supplies Vehicle Parts	128.75 86.85	215.60
5320	2/01/2024	HOME DEPOT CREDIT SERVICES	GENERAL MAINT	General Maintenance	113.16	113.16
5321	2/01/2024	JACKS AUTO PARTS	PARTS TOOLS PARTS - MACHINERY SUPPLIES - SALT SPREADER SHOP SUPPLIES PARTS - #3105 SHOP SUPPLIES VEHICLE MAINT SUPPLIES	Vehicle Maintenance Parts Salt Spreaders Other Operating Supplies Vehicle Parts Machinery Parts Tools	87.52 143.28 379.66 455.57 27.80 145.62	1,239.45
5322	2/01/2024	EMPLOYEE	FSA REIMBURSEMENT	Flexible Spending Accounts	9.00	9.00
5323	2/01/2024	KONICA MINOLTA	BIZHUB C550i & BIZHUB C300i LEASES	Office Equipment Leasing	584.05 220.35	804.40
5324	2/01/2024	LAUREL GARDENS TIRE SERVICE, INC.	TIRES - #6132 AA TIRES - SHOP SUPPLIES TIRES - #6133 AA TIRES - #6130-4 AA	Tires	1669.45 675.00	2,344.45
5325	2/01/2024	LAUTTAMUS COMMUNICATIONS, INC.	PARTS - MICROPHONE	Radio Equipment Maintenance	254.00	254.00
5326	2/01/2024	MARKL SUPPLY COMPANY	UNIFORM - RAY	Uniform Clothing	25.00	25.00
5327	2/01/2024	MEREDITH BATTERY CO, INC	TRAFFIC SIGNAL PARTS	Traffic Signal Parts	760.00	760.00
5328	2/01/2024	MORTON SALT INC.	ROCK SALT	Rock Salt	12,794.55	12,794.55
5329	2/01/2024	NORTH EASTERN UNIFORMS	UNIFORMS - BASL UNIFORMS - EGLI UNIFORMS - METZGER UNIFORMS - WAITE	Uniform Clothing	1,180.53	1,180.53
5330	2/01/2024	NORTHLAND PUBLIC LIBRARY FOUNDATION	MEMORIAL DONATION	Services In Memorium	35.00	35.00
5331	2/01/2024	O'REILLY AUTO PARTS	PARTS - #6132 AA CREDIT - PARTS PARTS SUPPLIES - SALT SPREADER LUBRICANTS PARTS - #6134 AA PARTS - #6135 AA	Vehicle Parts Salt Spreaders Lubricants	168.26 9.76 399.99 -8.44	569.57

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
5332	2/01/2024	PENN POWER	VESTAL SCHOOL ZONE DPW TOWN HALL DEVLIN PARK TRAFFIC SIGNAL WALL PARK MEMORIAL DR MONUMENT	Traffic Signal Electricity Electricity	2333.53 209.38 752.06 485.06	3,780.03
5333	2/01/2024	PITT SPECIALTY SUPPLY, INC.	SANITATION SUPPLIES	Sanitation Supplies	144.91	144.91
5334	2/01/2024	PITTSBURGH PUBLIC SAFETY SUPPLY	UNIFORM - CHEREBENCHICK UNIFORM - GRANT	Uniform Clothing	264.86	264.86
5335	2/01/2024	SELECTIVE INSURANCE	FLOOD INSURANCE - 9957 ..(3/24 - 3/25) FLOOD INSURANCE - 9955 (3/24 - 3/25)	Flood Insurance	11,957.00	11,957.00
5336	2/01/2024	SHULTS FORD INC.	REPAIR - POLICE	Vehicle Repairs	2,634.20	2,634.20
5337	2/01/2024	SHULTS FORD LINCOLN	PARTS - #2107 PARTS - #2109 PARTS - #2106 PARTS - SQUAD#1 - AA REPAIRS - #2110	Vehicle Parts Vehicle Repairs	105.66 478.16 534.78	1,118.60
5338	2/01/2024	STEPHENSON EQUIPMENT INC.	PARTS - SALT SPREADER	Salt Spreaders	1,114.33	1,114.33
5339	2/01/2024	T-MOBILE	MONTHLY WIRELESS	Internet Fees Monthly Telephone Monthly Telephone Charges	79.76 39.88 338.26 462.00 21.14 103.51 39.88 199.40	1,283.83
5340	2/01/2024	UNIFIRST CORPORATION	UNIFORMS & MATS	Building Cleaning Services Uniform Cleaning Service	51.80 267.31	319.11
5341	2/01/2024	UNITED AUTO SUPPLY	PARTS - #6132-1 AA PARTS - BATTERY CREDIT - PARTS (18-189981) PARTS - MACHINERY CREDIT - PARTS (18-189981) SHOP SUPPLIES - OIL PARTS - #6131 & #6132 AA CREDIT - PARTS (18-189981 & 18-190363) SHOP SUPPLIES PARTS - VEHICLE	Vehicle Parts Lubricants Other Operating Supplies Vehicle Parts Machinery Parts	402.18 8.44 139.08 -6.01 208.54	752.23
5342	2/01/2024	UPS STORE, THE	TRAFFIC PARTS SHIPPING	Postage	21.99	21.99
5343	2/01/2024	VERIZON	INTERNET	Internet	221.41	221.41
5344	2/01/2024	VIGR TRAINING, LLC	TRAINING - MACHESNEY	Seminars & Training	400.00	400.00
5345	2/01/2024	W.B. MASON CO., INC.	PAPER SANITATION SUPPLIES OTHER SUPPLIES - DPW	Sanitation Supplies Office Supplies Paper Products Other Operating Supplies	21.98 20.38 57.99 18.29	118.64
5346	2/01/2024	WESTERN PA CHIEFS' OF POLICE ASSOC.	TRAINING - HAWK	Seminars & Training	25.00	25.00
5347	2/01/2024	WINTER EQUIPMENT COMPANY	PARTS	Vehicle Parts	301.80	301.80
5348	2/01/2024	WISSNER, JEFF	EQUIP REIMBURSEMENT	Other Operating Supplies	77.99	77.99
5349	2/01/2024	WITMER PUBLIC SAFETY GROUP INC	AMMO	Ammunition & Firearm Peripherals	1,823.85	1,823.85
EFT	2/02/2024	UNITED STATES TREASURY	Pay period ending 1/28/2024,E Fica,E Ficamed,FWT,Fica,FicaMed	Federal Income Tax Social Security Tax Medicare Tax	29066.06 31524.26 7372.64	67,962.96
EFT	2/02/2024	ICMA - 401	Pay period ending 1/28/2024,DC Pension,DC Pension Match,DPW Pension,DPW Pension Match	Non-Uniformed Pension Withheld Non-Uniformed Pension Town Match	5827.36 5827.36	11,654.72
EFT	2/02/2024	PA DEPT OF REVENUE	Pay period ending 1/28/2024,SwtPA	State Income Tax	7,782.43	7,782.43
EFT	2/02/2024	ICMA - 457	Pay period ending 1/28/2024,Def Comp % Uniform,Def Comp Amt Uniform,DComp Match Non,Def Comp % Non Uniform,Def Comp Amt Non Uniform	IRC 457 Contributions Withheld - Non Uniform IRC 457 Town Match - Non Uniform IRC 457 Contributions Withheld - Uniform	5350.55 730.02 5950.02	12,030.59

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	2/02/2024	ICMA - IRA	Pay period ending 1/28/2024,Roth IRA-Uniform,Roth IRA Non Uniform	Roth IRA Contributions Withheld Roth IRA Contributions Withheld	6975.14 532.69	7,507.83
EFT	2/02/2024	US BANK	Pay period ending 1/28/2024,Police Pension	Police Pension Withheld	5,477.19	5,477.19
EFT	2/02/2024	PA SCDU	Pay period ending 1/28/2024,AL Co Family Division	Family Court	125.82	125.82
EFT	2/07/2024	FNB COMMERCIAL CREDIT CARD	JANUARY 2024 - PURCHASING	ALOM Spring Conference Seminars & Training Miscellaneous Supplies Membership Dues Seminars & Training Local Meetings Subscriptions Public Safety Equipment Other Operating Supplies General Office Supplies	350.00 70.61 168.86 85.48 50.00 100.00 304.76 114.99 1262.00 20.00 -246.09	2,280.61
5350	2/08/2024	GENERAL CODE, LLC	ORDINANCE CODIFICATION	Ordinance Codification	7,881.00	7,881.00
5351	2/08/2024	NORTH ALLEGHENY SCHOOL DIST.	SHUTTLE BUSES FOR COMMUNITY DAY	General Operating Supplies	540.00	540.00
5352	2/08/2024	PM COMPUTING, INC.	IT SERVICES	Contracted IT Services	2,157.90	2,157.90
5353	2/08/2024	STRASSBURGER MCKENNA	CODE APPEALS LEGAL SVCS	Enforcement Actions	913.90	913.90
5354	2/08/2024	W.B. MASON CO., INC.	OFFICE SUPPLIES - DPW	Local Meetings	85.15	85.15
5355	2/08/2024	ALLIED COMMUNICATIONS OF PA	GPS AIR TIME - JAN	Public Safety Equipment	339.51	339.51
5356	2/08/2024	BIG DADDY WILDLIFE REMOVAL	DEER AND ANIMAL REMOVAL (18) DEER (1) ANIMAL	Animal Removal	840.00	840.00
5357	2/08/2024	C & W AUTOMOTIVE & MACHINE SHOP	REPAIR - #2102	Vehicle Repairs	31.20	31.20
5358	2/08/2024	CERRILLOS, RICHARD	UNIFORM REIMBURSEMENT	Uniform Clothing	86.06	86.06
5359	2/08/2024	CHADWICK, THE	2024 FIRE BANQUET - DEPOSIT	VFC Banquet	500.00	500.00
5360	2/08/2024	RETIRING POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	680.75	680.75
5361	2/08/2024	DELTA DENTAL OF PA.	DENTAL - JANUARY 2024	Town Manager/Asst Mgr Dental Insurance Administrative Staff Dental Insurance Department Head Dental Insurance Administrative Staff Dental - RET Administrative Staff Dental Insurance - Citizen Info Police Officer Dental Insurance Supervisor Dental Insurance	72.26 72.26 70.07 72.26 142.32 72.26 72.26 70.07 72.26 212.39	3,082.89
5362	2/08/2024	DELVAL, MELISSA	UNIFORM REIMBURSEMENT	Uniform Clothing	136.70	136.70
5363	2/08/2024	DUQUESNE LIGHT COMPANY	SCHOOL ZONES/TRAFFIC LIGHTS	Electricity Traffic Signal Electricity	50.24 1124.94	1,175.18
5364	2/08/2024	EMPLOYMENT PARTNERS BENEFITS FUND	HEALTH INSURANCE PUBLIC WORKS Pay period ending 12/31/2023,Employer Medical Teamsters,Health Ins-DPW Pay period ending 1/14/2024,Employer Medical Teamsters,Health Ins-DPW	Healthcare Public Works	34,386.44	34,386.44
5365	2/08/2024	ESRI	LICENSES	GIS Updates	1,879.00	1,879.00
5366	2/08/2024	Grant, William J	UNIFORM REIMBURSEMENT	Uniform Clothing	99.90	99.90
5367	2/08/2024	Guzzo, Christian P	UNIFORM - EQUIP	Uniform Equipment	16.86	16.86
5368	2/08/2024	HIGHLAND VOLUNTEER FIRE CO.	DEDUCTIBLE REIMBURSEMENT FROM 11/8/23 ACCIDENT	Insurance Claim Reimbursements	250.00	250.00
5369	2/08/2024	HILL INTERNATIONAL TRUCKS NA LLC	PARTS - #3102 PARTS - #3101	Vehicle Parts	650.75	650.75
5370	2/08/2024	RETIRING POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	1,433.11	1,433.11
5371	2/08/2024	RETIRING POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	750.52	750.52

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

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5372	2/08/2024	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	1,743.81	1,743.81
5373	2/08/2024	MARKL SUPPLY COMPANY	UNIFORM - KOO	Uniform Clothing	146.95	146.95
5374	2/08/2024	MICHAEL BROTHERS HAULING, INC	GLASS RECYCLING	Hard to Recycle Items	400.00	400.00
5375	2/08/2024	NORTH EASTERN UNIFORMS	UNIFORMS - DAVIS UNIFORMS - METZGER	Uniform Clothing	150.47	150.47
5376	2/08/2024	OPTIMUS RISK SERVICES	LOSS CONTROL SERVICES	Consulting Services	795.00	795.00
5377	2/08/2024	PEEBLES DIST VOL FIRE CO	CLAIM# PATR24010032 - PIERCE PUMPER CLAIM# PATR24010045 - TOW INVOICE	Insurance Claim Reimbursements	21,118.18	21,118.18
5378	2/08/2024	PITT SPECIALTY SUPPLY, INC.	SANITATION SUPPLIES	Sanitation Supplies	124.00	124.00
5379	2/08/2024	PITTSBURGH POST-GAZETTE	ANNUAL SUBSCRIPTION	Subscriptions	442.00	442.00
5380	2/08/2024	PM COMPUTING, INC.	IT SERVICES	Contracted IT Services	3,935.00	3,935.00
5381	2/08/2024	POINT SPRING & DRIVESHAFT CO	PARTS - #3101	Vehicle Parts	861.44	861.44
5382	2/08/2024	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	56.78	56.78
5383	2/08/2024	STANDARD INSURANCE COMPANY	FEB 2024 COVERAGE - LIFE INSURANCE & DISABILITY	STD Gross-Up Premium Paid LTD Gross-Up Premium Paid Town Manager/Asst Mgr Life Insurance Administrative Staff Life Insurance Administrative Staff Life Insurance - RET Administrative Staff Life Insurance - Citizen Info Police Officer Life Insurance Police Officer LTD Insurance Department Head Life Insurance Administrative Staff Life Insurance Supervisor Life Insurance Laborer Life Insurance	2684.16 1622.06 54.18 19.35 27.09 16.77 14.19 23.22 500.52 1823.74 16.77 15.48 18.06 21.93 11.61 36.12 50.96 189.63 18.06 18.06	7,181.96
5384	2/08/2024	STRASSBURGER MCKENNA	CODE APPEALS LEGAL SVCS	Enforcement Actions	779.50	779.50
5385	2/08/2024	STRATUS BUILDING SOLUTIONS	CLEANING SERVICE	Building Cleaning Services	2775.00 200.00	2,975.00
5386	2/08/2024	TALENT NETWORK, INC.	2024 BANQUET DEPOSIT	VFC Banquet	1,675.00	1,675.00
5387	2/08/2024	THIRD GENERATION	MONTHLY TELEPHONE CHARGE	Monthly Telephone	1,187.51	1,187.51
5388	2/08/2024	TOWN SQUARE PUBLICATIONS	ADVERTISEMENT - MAP AD	Advertising	499.00	499.00
5389	2/08/2024	TRANSUNION RISK AND ALTERNATIVE	PERSON SEARCH	Subscriptions	75.00	75.00
5390	2/08/2024	Vergerio, Angela	OFFICE SUPPLY REIMBURSEMENT	Office Supplies	76.32	76.32
5391	2/08/2024	VERIZON CONNECT FLEET USA, LLC	VEHICLE TRACKING - JAN	Communications Equipment	223.30	223.30
5392	2/08/2024	WEST VIEW WATER AUTHORITY	1.0 HYDRANT 6" FIRELINE 556.0 HYDRANTS	Water - Town Hall/DPW Public Hydrant Services	112.14 14910.89	15,023.03
5393	2/15/2024	ADP, INC	UNEMPLOYMENT	Unemployment Comp Management Fees	79.05	79.05
5394	2/15/2024	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - TOWN	Office Supplies	211.00	211.00
5395	2/15/2024	AMERICAN ROCK SALT COMPANY LLC	ROCK SALT	Rock Salt	64,313.91	64,313.91
5396	2/15/2024	AQUA FILTER FRESH INC.	BOTTLED WATER - POLICE BOTTLED WATER	Other Operating Supplies Miscellaneous Supplies	87.25 119.25	206.50
5397	2/15/2024	BUTLER POWER EQUIPMENT, INC.	PARTS	Machinery Parts	66.27	66.27
5398	2/15/2024	C & W AUTOMOTIVE & MACHINE SHOP	REPAIR - #2111 REPAIR - #2105	Vehicle Repairs	62.40	62.40
5399	2/15/2024	CAMPBELL DURRANT, P.C.	PROFESSIONAL SERVICES	Labor Attorney	5187.09 45.00	5,232.09
5400	2/15/2024	CASH	PETTY CASH - TOWN	General Office Supplies Office Supplies	8.55 89.27 32.57	130.39
5401	2/15/2024	CASH	PETTY CASH - POLICE DEPT	Miscellaneous Supplies Parking Expense	18.28 202.00	220.28

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

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5402	2/15/2024	CHUCK'S AUTO BODY	2022 FORD CLAIM# PHMI23111615593	Insurance Claim Reimbursements Vehicle Maintenance	695.82 500.00	1,195.82
5403	2/15/2024	COMMONWEALTH BUILDING OFFICIALS	MEMBERSHIP DUES - FITZHENRY	Membership Dues	75.00	75.00
5404	2/15/2024	DUQUESNE LIGHT COMPANY	GREYBROOKE - JAN	Electricity - Street Light	37.20	37.20
5405	2/15/2024	GBS	IMAGE BILLINGS AND ENCRYPTION FEE	Document Imaging	313.07	313.07
5406	2/15/2024	HIGHMARK INC.	MEDICAL REIMBURSEMENTS	Police Officer Health Insurance	1,187.13	1,187.13
5407	2/15/2024	KONICA MINOLTA PREMIER FINANCE	BIZHUB 360I LEASE	Office Equipment Leasing	210.59	210.59
5408	2/15/2024	MATHESON TRI-GAS INC.	ACETYLENE & HIGH PRESSURE TANKS	Vehicle Parts	330.82	330.82
5409	2/15/2024	MOLNAR PRINTING, LLC	ENVELOPES	Office Supplies	354.00	354.00
5410	2/15/2024	MORTON SALT INC.	ROCK SALT	Rock Salt	68,469.29	68,469.29
5411	2/15/2024	MRM WORKERS' COMP FUND	WORKERS COMP PREMIUM	Town Manager/Asst Mgr Workers Comp Administrative Staff Workers Comp Department Head Workers Comp Administrative Staff Workers Comp Administrative Staff Workers Comp - RET Administrative Staff Workers Comp - Citizen Info Police Officer Workers Comp Volunteer EMT Workers Comp Supervisor Workers Comp Laborer Workers Comp Crossing Guard Workers Comp	11.48 22.96 11.48 34.44 11.48 11.48 398.60 22.96 11559.40 11.85 137.30 11.48 23.70 11.85 11.48 11.85 11.48 35.55 5112.90 568.10 852.15 5.64 568.10	19,457.71
5412	2/15/2024	NORTHLAND PUBLIC LIBRARY	QUARTERLY INSTALLMENT	Northland Public Library	167,835.50	167,835.50
5413	2/15/2024	PA ONE CALL SYSTEM INC	PA ONE CALLS	PA One Call Fees	88.92	88.92
5414	2/15/2024	PENNBOC	2024 MEMBERSHIP RENEWAL DUES - FITZHENRY ...CN# 1766	Membership Dues	85.00	85.00
5415	2/15/2024	PSTCA	2024 MEMBERSHIP DUES - WAGNER	RET Membership Dues	30.00	30.00
5416	2/15/2024	QUADIENT, INC.	POSTAGE MACHINE LEASE	Office Equipment Leasing	304.64	304.64
5417	2/15/2024	S & D CALIBRATION SERVICES INC	ACCUtrak & ENRAD CERTIFICATION	Calibration Services	128.00	128.00
5418	2/15/2024	SENATOR JOHN HEINZ HISTORY CENTER	2024 HCAP RENEWAL	Membership Dues	125.00	125.00
5419	2/15/2024	SHANAHAN, STEPHEN	UNIFORM REIMBURSEMENT	Uniform Clothing	47.69	47.69
5420	2/15/2024	SHULTS FORD INC.	REPAIR - POLICE #2101	Vehicle Repairs	1,939.98	1,939.98
5421	2/15/2024	STRASSBURGER MCKENNA	CODE APPEALS LEGAL SVCS	Enforcement Actions	5,326.50	5,326.50
5422	2/15/2024	TRAFFIC CONTROL EQUIPMENT	TRAFFIC SIGNAL REPAIR	Traffic Signal Electricity	1,512.63	1,512.63
5423	2/15/2024	UNIFIRST CORPORATION	UNIFORMS & MATS	Building Cleaning Services Uniform Cleaning Service	51.80 339.65	391.45
5424	2/15/2024	UNITED AUTO SUPPLY	PARTS - #2111	Vehicle Parts	415.02	415.02
5425	2/15/2024	VERIZON	MONTHLY INTERNET - FEB	Internet	188.99	188.99
5426	2/15/2024	VERIZON	EQUIPMENT RENTAL - FEB	Monthly Telephone Charges	8.81	8.81
5427	2/15/2024	WEST VIEW WATER AUTHORITY	HERITAGE CENTER DPW TOWN HALL 6" FIRELINE	Water - Town Hall/DPW Water	263.13 18.93	282.06
5428	2/15/2024	WYCKED WELDING & FABRICATION	WELDING REPAIR TO FENCE	Building Maintenance Supplies	1,170.00	1,170.00

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	2/16/2024	MUNICIPAL BENEFITS SERVICES	Pay period ending 1/28/2024,Employer Medical Police - Highmark,Health Ins-Police-HGHMK,Employer Medical Police - UPMC,Health Ins-Police-UPMC,Employer Medical - Highmark,Health Ins-Admin-HGHMK,Employer Medical - UPMC,Health Ins-Admin-UPMC Pay period ending 2/11/2024,Employer Medical Police - Highmark,Health Ins-Police-HGHMK,Employer Medical Police - UPMC,Health Ins-Police-UPMC,Employer Medical - Highmark,Health Ins-Admin-HGHMK,Employer Medical - UPMC,Health Ins-Admin-UPMC	Healthcare Healthcare Police	29860.78 57603.46	87,464.24
EFT	2/16/2024	MUNICIPAL BENEFITS SERVICES	Pay period ending 1/28/2024,Employer Medical Police - Highmark,Health Ins-Police-HGHMK,Employer Medical Police - UPMC,Health Ins-Police-UPMC,Employer Medical - Highmark,Health Ins-Admin-HGHMK,Employer Medical - UPMC,Health Ins-Admin-UPMC Pay period ending 2/11/2024,Employer Medical Police - Highmark,Health Ins-Police-HGHMK,Employer Medical Police - UPMC,Health Ins-Police-UPMC,Employer Medical - Highmark,Health Ins-Admin-HGHMK,Employer Medical - UPMC,Health Ins-Admin-UPMC	Healthcare Healthcare Police	2,980.91	2,980.91
EFT	2/16/2024	UNITED STATES TREASURY	Pay period ending 2/11/2024,E Fica,E Ficamed,FWT,Fica,FicaMed	Federal Income Tax Social Security Tax Medicare Tax	30788.89 31541.54 7376.56	69,706.99
EFT	2/16/2024	ICMA - 401	Pay period ending 2/11/2024,DC Pension,DC Pension Match,DPW Pension,DPW Pension Match	Non-Uniformed Pension Withheld Non-Uniformed Pension Town Match	5963.83 5963.83	11,927.66
EFT	2/16/2024	PA DEPT OF REVENUE	Pay period ending 2/11/2024,SwtPA	State Income Tax	7,786.71	7,786.71
EFT	2/16/2024	ICMA - 457	Pay period ending 2/11/2024,Def Comp % Uniform,Def Comp Amt Uniform,DComp Match Non,Def Comp % Non Uniform,Def Comp Amt Non Uniform	IRC 457 Contributions Withheld - Non Uniform IRC 457 Town Match - Non Uniform IRC 457 Contributions Withheld - Uniform	1511.81 730.02 6047.23	8,289.06
EFT	2/16/2024	ICMA - IRA	Pay period ending 2/11/2024,Roth IRA-Uniform,Roth IRA Non Uniform	Roth IRA Contributions Withheld Roth IRA Contributions Withheld	1975.70 532.69	2,508.39
EFT	2/16/2024	US BANK	Pay period ending 2/11/2024,Police Pension	Police Pension Withheld	5,477.19	5,477.19
EFT	2/16/2024	PA SCDU	Pay period ending 2/11/2024,AL Co Family Division	Family Court	125.82	125.82
5429	2/22/2024	ALERT-ALL CORP.	PO# 565 - EDUCATION SUPPLIES	Public Education Supplies	4,837.00	4,837.00
5430	2/22/2024	ALLEGHENY LEAGUE OF MUNICIPALITIES	2024 ALOM SPRING CONF - SINGER & CASEY MEALS 2024 ALOM SPRING CONF - GIORGETTI MEALS	ALOM Spring Conference	1,020.00	1,020.00
5431	2/22/2024	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - PD SANITATION SUPPLIES TOOLS MACHINERY REPAIR OTHER SUPPLIES OFFICE SUPPLIES - PD	Sanitation Supplies General Office Supplies Other Operating Supplies Tools Machinery Repairs	41.24 262.08 67.21 36.98 38.73	446.24
5432	2/22/2024	AMERICAN ROCK SALT COMPANY LLC	ROCK SALT	Rock Salt	11,137.64	11,137.64
5433	2/22/2024	C & W AUTOMOTIVE & MACHINE SHOP	REPAIR - #2114	Vehicle Repairs	31.20	31.20
5434	2/22/2024	CHADWICK, THE	2024 HERITAGE CTR GALA - DEPOSIT	Advertising	500.00	500.00
5435	2/22/2024	CIVIC PLUS	WEBSITE	Software	7,838.00	7,838.00
5436	2/22/2024	FAMOUS SUPPLY	GENERAL MAINT	General Maintenance	1,227.14	1,227.14
5437	2/22/2024	FIRST DUE	SOFTWARE - ANNUAL	Software Maintenance	5,500.00	5,500.00
5438	2/22/2024	FISH WINDOW CLEANING	WINDOW CLEANING - TOWN HALL WINDOW CLEANING - DPW	Building Cleaning Services	500.00	500.00

**Town of McCandless General Fund (Fund 01)**  
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5439	2/22/2024	GATEWAY ENGINEERS INC.	BAIERL LOT MARWAH NORTH PARK TRAIL 2023 MS4 PROGRAM GENERAL ENGINEERING SISTERS OF DIVINE STARBUCKS DIALYSIS CLINIC COTTINGHAM CT INSPECTION SHULTS FORD EV MCC TOWNHOUSE PHASE 3 WILLIAMS/HUFNAGEL WALNUT CT LAND DEV RACHEL CARSON ECO-VILLAGE VALVOLINE WEAVER PLAN 2024 GIS PROGRAM 2023 PEMA FLOODPLAIN MGT ESCROW - \$7,552.00 TOWN - \$2,535.00	Walnut Court Baierl Subaru Lot Review - Vehicle Storage Area Dialysis Clinic Sisters of Divine Providence The Ridge - Marwah McCandless Square Phase III The Weaver Plan Cottingham Court Grading Permit Williams/Hufnagel Subdivision Starbucks Shults Ford/Lincoln Dealership Land Development Valvoline North Park Trail Rachel Carson Eco-Village Engineering	36.00 60.00 378.00 471.00 1554.00 60.00 212.75 888.00 507.00 812.25 1340.00 801.00 288.00 144.00 719.00 1816.00	10,087.00
5440	2/22/2024	GLASSMERE FUEL SERVICE	UNLEADED & DIESEL FUEL	Unleaded Fuel Diesel Fuel	5253.24 4832.84	10,086.08
5441	2/22/2024	GRAINGER	PARTS SANITATION SUPPLIES TOOLS UNIFORM EQUIPMENT OTHER SUPPLIES	Uniform Equipment Tools Other Operating Supplies Vehicle Parts Sanitation Supplies	43.07 26.01 55.34 72.00 38.38	234.80
5442	2/22/2024	HAWK, RYAN	UNIFORM REIMBURSEMENT	Uniform Clothing	54.47	54.47
5443	2/22/2024	HEI-WAY, LLC	ASPHALT	Asphalt Supplies	2,303.30	2,303.30
5444	2/22/2024	HILL INTERNATIONAL TRUCKS NA LLC	PARTS - #3102 PARTS - #3110 PARTS - #3102 CREDIT - PARTS# 3102	Vehicle Parts	3,243.98	3,243.98
5445	2/22/2024	JACKS AUTO PARTS	TOOLS OPERATING SUPPLIES	Other Operating Supplies Tools	30.31 233.59	263.90
5446	2/22/2024	LOWE'S	MACHINERY PARTS OTHER OPERATING SUPPLIES GENERAL MAINT MAINT SUPPLIES - HC STORAGE	General Maintenance Other Operating Supplies Machinery Parts Building Maintenance Supplies General Operating Supplies	411.08 9.01 511.10 173.24 20.86	1,125.29
5447	2/22/2024	MARKL SUPPLY COMPANY	UNIFORM - METZGER	Uniform Clothing	26.99	26.99
5448	2/22/2024	MCCANDLESS POLICE OFFICERS ASSOCIATION	Pay period ending 2/11/2024,MPOA Dues	Union Dues - Police	1,250.00	1,250.00
5449	2/22/2024	McCANDLESS TOWNSHIP SANITARY AUTHORITY	VESTAL WALL PARK SEWER - DPW DPW TOWN HALL HERITAGE CTR	Sewer	1011.75 23.75 68.40	1,103.90
5450	2/22/2024	MORTON SALT INC.	ROCK SALT	Rock Salt	13,045.59	13,045.59
5451	2/22/2024	MR. MAGIC CAR WASH	2024 CAR WASH SERVICES	Vehicle Maintenance	4,683.68	4,683.68
5452	2/22/2024	MUNICIPAL CODE ENFORCEMENT, LLC	PROFESSIONAL SVCS - INSPECTIONS - JAN	PROFESSIONAL SERVICES	1,540.75	1,540.75
5453	2/22/2024	MUNICIPAL CODE ENFORCEMENT, LLC	PROFESSIONAL SVCS - INSPECTIONS	PROFESSIONAL SERVICES	475.00	475.00
5454	2/22/2024	NELCO	1095-C & W-2 FORMS & ENVELOPES	General Office Supplies	341.60	341.60
5455	2/22/2024	NORTH EASTERN UNIFORMS	UNIFORMS - GRANT	Uniform Clothing	194.00	194.00
5456	2/22/2024	PEEBLES DIST VOL FIRE CO	CLAIM# PATR24010045	Insurance Claim Reimbursements	34,600.00	34,600.00

**Town of McCandless General Fund (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
5457	2/22/2024	PENN POWER	VESTAL WALL PARK DEVLIN PARK HERITAGE CENTER SCHOOL ZONE TRAFFIC SIGNAL	Electricity Traffic Signal Electricity	88.04 619.28 140.83 201.30	1,049.45
5458	2/22/2024	PEOPLES GAS	DPW TOWN HALL HERITAGE CENTER	Natural Gas	2363.42 160.04	2,523.46
5459	2/22/2024	PERFECTION SERVICES, INC.	IT SERVICES - MAR	Contracted IT Services	7,670.00	7,670.00
5460	2/22/2024	PITT SPECIALTY SUPPLY, INC.	SANTITATION SUPPLIES	Sanitation Supplies	268.91	268.91
5461	2/22/2024	PITTSBURGH TIRE SERVICE	TIRES - #3101 PARTS	Vehicle Parts Tires	167.80 868.00	1,035.80
5462	2/22/2024	PRO-AM SAFETY, INC.	PO# 563 - MULTI-GAS DETECTOR	Public Safety Equipment	1,000.00	1,000.00
5463	2/22/2024	PRO-VISION	TOOLS - EQUIP	Tools	474.66	474.66
5464	2/22/2024	QUADIENT, INC.	INK CARTRIDGE	Equipment Maintenance Parts	139.12	139.12
5465	2/22/2024	SCOTT ELECTRIC CO.	TIRE MACH PARTS	Machinery Parts	182.49	182.49
5466	2/22/2024	SHULTS FORD LINCOLN	PARTS - #6134 AA PARTS - #6134 AA REPAIRS - #2104	Vehicle Parts Vehicle Repairs	70.41 264.95	335.36
5467	2/22/2024	SUMMIT PSYCHOLOGICAL SERVICES	PRE-EMPLOYMENT PHYSICAL	Pre-Employment Physicals	150.00	150.00
5468	2/22/2024	TEAMSTERS LOCAL 636	Pay period ending 1/28/2024,DPW Dues Pay period ending 2/11/2024,DPW Dues	Union Dues - Public Works	1,764.00	1,764.00
5469	2/22/2024	TREASURER OF ALLEGHENY COUNTY	2024 RE TAX FILE CD	RET Blotter	1,668.65	1,668.65
5470	2/22/2024	UNIFIRST CORPORATION	UNIFORMS & MATS	Building Cleaning Services Uniform Cleaning Service	25.90 106.01	131.91
5471	2/22/2024	UNITED AUTO SUPPLY	PARTS - #3101 & #3105 PARTS	Vehicle Parts	315.83	315.83
5472	2/22/2024	VERIZON WIRELESS	MONTHLY WIRELESS	Monthly Telephone Charges Monthly Telephone	253.32 379.98 47.22	680.52
5473	2/22/2024	WEST VIEW WATER AUTHORITY	DPW	Water - Town Hall/DPW	52.68	52.68
5474	2/22/2024	WILLIAMS WESCO INC	FORKLIFT FUEL	Lubricants	36.90	36.90
5475	2/22/2024	WISSNER, JEFF	UNIFORM	Uniform Clothing	739.09	739.09
5476	2/23/2024	Hart Jr, Richard W	REIMBURSEMENT	Uniform Clothing	169.55	169.55
5477	2/23/2024	PM COMPUTING, INC.	IT SUPPORT NOVEMBER 2023 IT SERVICES 2023 MICROSOFT 365 QTR 3&4 2024 MICROSOFT 365 LIC & SOFTWARE IT SUPPORT DECEMBER 2023 IT SUPPORT JANUARY 2024	Contracted IT Services Software	12295.00 4744.12 3935.00	20,974.12
EFT	2/29/2024	UPMC	FEB 2023 - POLICE HEALTH DEDUCTIBLES	HEALTHCARE DEDUCTIBLES	774.68	774.68
<b>Total Checks</b>						<b>994,047.12</b>

**Town of McCandless Payroll Checking Account**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
1135-1136	2/2/2024	Town Employee Paychecks	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	3,931.66	3,931.66
EFT	2/2/2024	Town Employee Direct Deposits	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	156,742.02	156,742.02
1137-1138	2/16/2024	Town Employee Paychecks	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	3,523.05	3,523.05
EFT	2/16/2024	Town Employee Direct Deposits	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	169,506.55	169,506.55
<b>Total Checks</b>						<b>\$333,703.28</b>

**Town of McCandless Fire Apparatus Account (Fund 01)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
<b>Total Checks</b>						<b>\$0.00</b>

**Town of McCandless Transportation District Fund (Fund 15)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
Total Checks						0.00

**Town of McCandless Capital Improvements Fund (Fund 18)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
290	2/01/2024	LINDY PAVING INC.	SUPPLIES	Other Construction Supplies	731.34	731.34
291	2/01/2024	RIVERSIDE BUILDERS SUPPLY	CONCRETE	Concrete	3,011.80	3,011.80
292	2/01/2024	SITE SOLUTIONS	PO# 544	PARK EQUIPMENT	10,332.48	10,332.48
293	2/08/2024	SITE SOLUTIONS	PO# 543 FINAL - MCKNIGHT & PEEBLES PO# 543 FINAL - PERRY & REICHOLD	Traffic Signal Upgrades	17,707.20	17,707.20
294	2/22/2024	GATEWAY ENGINEERS INC.	WALL PARK BASEBALL CONSTR ADMIN VESTAL PARK - PHASE 1 2022 ARLE GRANT STONEBROOK VILLAGE MTSA - LONGVUE STORMWATER 2023 TOWN BASIN RETROFITS PINE CREEK IMPROVEMENTS GLG - BLAZIER / INGOMAR GLG - DUNCAN / PEEBLES GLG - PEEBLES / MCINTYRE GLG - PEEBLES / REMINGTON GLG - PERRY / 19 NORTH GLG - THOMPSON / RED COACH GLG - DUNCAN AVE BLAZIER CULVERT 100% TOWN	Traffic Signal Upgrades General Construction Engineering - MS4 Construction - Detention Facilities Engineering	2489.50 2334.00 4874.25 132.00 36.00	9,865.75
295	2/22/2024	LINDY PAVING INC.	SUPPLIES	Other Construction Supplies	609.45	609.45
296	2/22/2024	PLATESMART TECHNOLOGIES	LICENSES FOR MCKNIGHT/PEEBLES & PERRY/REICHOLD	Traffic Signal Upgrades	1,733.36	1,733.36
297	2/22/2024	TOWER ENGINEERING, INC.	TOWN HALL WINDOWS & HVAC 6/17/23 TOWN HALL WINDOWS & HVAC 7/15/23 TOWN HALL WINDOWS & HVAC 11/18/23 TOWN HALL WINDOWS & HVAC 12/15/23 TOWN HALL WINDOWS & HVAC 1/12/24	Engineering	20,600.00	20,600.00
298	2/22/2024	TOWER ENGINEERING, INC.	TOWN HALL WINDOWS & HVAC	Engineering	1,400.00	1,400.00
299	2/22/2024	UPS STORE, THE	PAVING QUOTES	Advertising	191.55	191.55
300	2/22/2024	WINE CONCRETE PRODUCTS, INC.	CONCRETE	Concrete	650.00	650.00
<b>Total Checks</b>						<b>66,832.93</b>

**Town of McCandless Assessment Fund (Fund 19)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
Total Checks						\$0.00

**Town of McCandless State Highway Aid Fund (Fund 35)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
Total Checks						\$0.00

**Town of McCandless Real Estate Tax Agency Fund (Fund 91)**  
**Check Listing with Accounting Distribution 2/01/2024 - 2/29/2024**

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
1262	2/15/2024	BOEHMKE, LISA	JAN 2024 RE TAX REFUND #653168	Prior Real Estate Tax Due To Town	92.46	92.46
1263	2/15/2024	BURKE, S. LORUSSO & ANTHONY	JAN 2024 RE TAX REFUND #653363	Prior Real Estate Tax Due To Town	190.30	190.30
1264	2/15/2024	COSTA, ROSALIA	JAN 2024 RE TAX REFUND #654222	Prior Real Estate Tax Due To Town	58.29	58.29
1265	2/15/2024	DAN, ADAM & ERIN	JAN 2024 RE TAX REFUND #653262	Prior Real Estate Tax Due To Town	139.54	139.54
1266	2/15/2024	DEER, BENJAMIN & SARAH N	JAN 2024 RE TAX REFUND #653127	Prior Real Estate Tax Due To Town	542.66	542.66
1267	2/15/2024	HUA, YI & XIAO LU	JAN 2024 RE TAX REFUND #653308	Prior Real Estate Tax Due To Town	247.82	247.82
1268	2/15/2024	LANKEY, RAYMOND & BETSY	JAN 2024 RE TAX REFUND #652581	Prior Real Estate Tax Due To Town	13.56	13.56
1269	2/15/2024	LIN, HANG	JAN 2024 RE TAX REFUND #651213	Prior Real Estate Tax Due To Town	72.32	72.32
1270	2/15/2024	MACHI, AARON ROEDER & C.	JAN 2024 RE TAX REFUND #653284	Prior Real Estate Tax Due To Town	106.58	106.58
1271	2/15/2024	PITACCIATO, KRISTEN CHICK & JOEL	JAN 2024 RE TAX REFUND #653398	Prior Real Estate Tax Due To Town	126.70	126.70
0001272[VOID]	2/22/2024	JOHNSON, CHERIE L	ACT 72 REFUND - FIREMAN	RET Refunds	0.00	0.00
<b>Total Checks</b>						<b>\$1,590.23</b>



# Staff Report

**To:** Town Council Members  
**From:** Rachel J. Susko, Planning & Development Director  
**Date:** March 20, 2024  
**Re:** Monthly Planning Report – March 2024

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## **I. Blazier Dr Subdivision No. 5 (McCandless Square Phase 3 townhome buildings)**

The Planning Commission reviewed an application, submitted by Laurel Communities, LLC, to subdivide the existing McCandless Square Phase 3 parcels into smaller lots that will each house one block of townhomes while under construction. The land development plan for this property was previously approved within the McCandless Square master plan. The developer will return later on, after foundations have been set, to further subdivide each individual unit.

Minor comments from the Town Engineer's initial review were still outstanding at the time of the meeting, but were expected to be satisfied with a forthcoming plan revision. The latest iteration has since been reviewed by Gateway and no comments remain.

MOTION by Ms. Sponholz to recommend Town Council approve the Blazier Dr Subdivision No. 5 application submitted by Laurel Communities. SECONDED by Mr. DeVito.

*Motion passed unanimously (7-0).*

This plan is scheduled for consideration at Town Council's March 25<sup>th</sup> regular meeting.

## **II. Brown's Towing Conditional Use (Warehouse/Distribution category, 8960 Perry Hwy)**

The Planning Commission reviewed an application, submitted by Joseph Brown of Brown's Towing & Repair, to operate a towing business and vehicle staging and storage lot within the M-C (Mixed Use Corridor) district at 8960 Perry Hwy. Tow and Impound Lots and Vehicle Staging and Storage are both subcategories of the Warehouse/Distribution use classification, which is designated as a conditional use permitted within the M-C district only. No special use regulations were included in this conditional use designation, so review of the application falls back upon the general conditional use safeguards outlined in 1301.250(D)3 of the Town zoning code.

No exterior alterations or building expansions are proposed. The existing building was previously an auto sales business and/or fueling station. Many aspects of the site are legally non-conforming. Some buffering exists on the Hillvue Lane side, which is across the street from a residence, but has degraded over time.

Mr. Brown spoke to the group about typical operations and impacts on neighboring properties. The building would mostly be a temporary facility/office for tow drivers, who would use it as a base to respond to calls in the surrounding area before taking disabled vehicles back to the company's main impound lot in Greenville. Disabled vehicles would occasionally be parked at the Perry Hwy site while awaiting transfer, but the location is not intended for long-term storage of disabled and junked cars. Tow trucks would be stored there regularly. Mr. Brown has spoken with the school crossing guard regularly stationed near the property and at their request has cut back some landscaping and plant material at the corner of the property to improve sightlines. Trucks also do not park with their lights facing the residence across Hillvue Ln.

Mr. DeVito and Chairman Kortum expressed concerns that the proposed use does not fit the character of the surrounding area. The areas zoned as M-C were primarily C-3 in the old zoning map, which allowed

for many of these uses, or were otherwise identified as car-bound corridors that did not have high potential for walkable redevelopment. Industrial classification uses were limited primarily to the M-C district as the most intensive mixed-use zone. Mr. DeVito remained concerned about impacts on nearby residences and negative aesthetic impacts of disabled vehicles.

Commissioners discussed potential conditions that could mitigate the appearance, light, and noise concerns. Ms. Clarke requested a landscaping plan to show how the buffer areas could be replanted and improved. The group also discussed potential limitations on where disabled vehicles and/or tow trucks could be parked to help reduce the visual impacts from the street. Mr. Brown was very amenable to making landscaping improvements and planned to engage a landscape design professional to return with a more concrete plan at the next meeting.

MOTION by Mr. DeVito to table the application until the April meeting. SECONDED by Ms. Sponholz.

*Motion passed unanimously (7-0).*

A public hearing will be held on this application at Town Council's April 22<sup>nd</sup> regular meeting.

**OFFICIAL  
TOWN OF McCANDLESS  
ORDINANCE NO. 1548**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING PART THIRTEEN, PLANNING AND ZONING CODE OF THE CODIFIED ORDINANCES AND ZONING DISTRICT MAP OF THE TOWN OF McCANDLESS TO REZONE PROPERTY LOCATED ON CUMBERLAND ROAD, IDENTIFIED AS ALLEGHENY COUNTY BLOCK AND LOT 827-P-339, FROM SPECIAL DISTRICT (SD) TO MODERATE DENSITY NEIGHBORHOOD (R-M) DISTRICT.**

**WHEREAS**, the Pennsylvania Municipalities Planning Code, 53 P.S. § 10101 et seq. (“MPC”) authorizes the Town of McCandless (“Town”) to enact, amend, and repeal zoning, subdivision, and land development ordinances, to implement comprehensive plans within the Town, and to adopt an official zoning map establishing the zoning districts applicable to properties within the Town; and

**WHEREAS**, the Town on March 24, 1969, by Ordinance No. 519 enacted Article 13 of the Town Code of Ordinances, Planning and Zoning Code which regulated zoning, land development and subdivision within the Town; and

**WHEREAS**, the Town on June 26, 2023, by Ordinance No. 1540 amended Article 13 of the Town Code to repeal and replace the same in its entirety with a new Part 11, Subdivision and Land Development, and a new Part 13, Zoning Ordinance (“Zoning Ordinance”); and

**WHEREAS**, Ordinance No. 1540 also adopted a new official Zoning Map for the Town of McCandless as authorized by the MPC and the Zoning Ordinance; and

**WHEREAS**, the Zoning Ordinance authorizes the Town Council of the Town of McCandless (“Town Council”) to amend the Zoning Map; and

**WHEREAS**, on December 4, 2023, Stefani Danes, Project Manager of the Rachel Carson EcoVillage (“Agent”), on behalf of the Sisters of Divine Providence (“Owner”), the equitable owners of property located at Cumberland Road, Allison Park, PA 15101, otherwise identified as Allegheny County Block and Lot Number 827-P-339, and as further depicted on the map attached hereto and incorporated herein as Exhibit “A”, (“Subject Property”), submitted to the Town a Rezoning Concept Plan and supporting documentation, in order to request a change in the zoning district classification for the Subject Property from Special District (SD) to Moderate Density Neighborhood (R-M) District (the “Rezoning Request”); and

**WHEREAS**, the Rezoning Request has been reviewed by the Zoning Officer for adequacy of information furnished as required by Section 1301.230 of the Zoning Code; and

**WHEREAS**, the Rezoning Request has been reviewed by the Town Planning Commission at its regular meeting held on Wednesday January 3, 2024, which thereafter recommended its approval; and

**WHEREAS**, all public and personal notices have been mailed and posted as required by Section 117.06 of the Town Codified Ordinances pertaining to Class A Ordinances; and

**WHEREAS**, on February 26, 2024, Town Council did hold a public hearing on the Rezoning Request as required by Section 1301.290 of the Zoning Code; and

**WHEREAS**, based on the foregoing and in consideration of the nature of the property and the proposed use upon approval, the Town Council of the Town of McCandless has determined that approval of the Rezoning Request will further the health, safety and welfare of the residents of the Town; and

**NOW THEREFORE, BE IT ORDAINED AND ENACTED** by the Town Council of the Town of McCandless, Allegheny County, Pennsylvania, that:

**Section 1.** The Zoning Code is amended by revising the Zoning Map contained therein to change the zoning district designation of the Subject Property from Special District (SD) to Moderate Density Neighborhood (R-M) District.

**Section 2.** Severability.

If any of the provisions or terms of this Ordinance shall be held invalid for any reason whatsoever, then, unless such provision or term is material to this Ordinance as to render this Ordinance impracticable to perform, such provision or term shall be deemed severable from the remaining provisions or terms of this Ordinance and shall in no way affect the validity or enforceability of any other provisions hereof.

**Section 3.** Repealer.

All prior ordinances are hereby repealed in whole or in part to the extent inconsistent herewith.

ORDAINED AND ENACTED into law this 25th day of March 2024, to become effective ten (10) days after proper advertisement hereof.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President

**TOWN OF McCANDLESS**  
**RESOLUTION No. 4 OF 2024**

A RESOLUTION OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA,  
ESTABLISHING A MASTER RESOLUTION TO GOVERN VARIOUS TOWN FEES AND  
CHARGES.

IT IS HEREBY RESOLVED by the Town Council of the Town of McCandless, Allegheny County, as follows:

**Section 1. Fees and charges for Town construction, development and other permits:**

Charges do not include any applicable state fees, including those fees assessed pursuant to the Uniform Construction Code, as amended.

a) Building/Zoning Permits

<b>Residential</b> ( <i>inclusive of all projects under the International Residential Code (IRC)</i> )	
New Construction	\$0.25/sq ft of gross floor area Minimum fee of \$500.
Additions, Renovations, Accessory Structures over 400 sq ft*	\$0.25/sq ft of gross floor area Minimum fee of \$250.
<b>Commercial</b> ( <i>inclusive of all projects under the International Building Code (IBC)</i> )	
New Construction	\$0.30/sq ft of gross floor area Minimum fee of \$900.
Additions, Renovations, Accessory Structures over 400 sq ft*	\$0.30/sq ft of gross floor area Minimum fee of \$450.
<b>Internal Plan Review</b>	\$0.10/sq ft Minimum fee of \$300.
<b>External Plan Review</b>	To be charged at applicable 3 <sup>rd</sup> party rate.

\* Zoning permits that do not require UCC review will also be charged at this rate.

b) Amateur Radio Antenna Permit – \$50

c) Accessory Structure Permit

**RESIDENTIAL**

General structure, up to 120 sq ft:	\$50
General structure, 121 – 400 sq ft:	\$100
Chicken Coop and Run:	\$50
Fence:	\$50
Open Deck or Porch:	\$200
Pool, Aboveground:	\$150

Pool, In-ground:	\$300
Retaining Wall, Under 4 Ft:	\$50
Retaining Wall, 4 Ft or Greater:	\$100

Accessory structures over 400 sq ft and not otherwise identified here shall be charged under Section 1(a) of this resolution. Chicken Coop and Run review is inclusive of any fencing/screening being added to satisfy the performance standards required by §701.08(d).

## **COMMERCIAL**

General Structure, up to 400 sq ft:	\$150
Fence:	\$100
Pool, Aboveground:	\$150
Pool, In-ground:	\$300
Retaining Wall, Under 4 Ft:	\$100
Retaining Wall, 4 Ft or Greater:	\$200

Accessory structures over 400 sq ft and not otherwise identified here shall be charged under Section 1(a) of this resolution.

d) **Certificate of Use (Zoning) / Commercial Occupancy** – \$100

Residential new construction is exempt from the Certificate of Use fee at the time of issuance of a Certificate of Occupancy.

e) **Communications/Telecommunications**

- 1) **Tower and Antenna Permits**: \$1,000
- 2) **Small Wireless Facilities**

Non-recurring fees: \$500 minimum fee, including a single up-front application that includes up to five Small Wireless Facilities, with an additional \$100 for each Small Wireless Facility beyond five (5); or \$1,000 for a new pole (i.e. not a co-location) intended to support one or more Small Wireless Facilities.

Recurring annual fee of \$270 per Small Wireless Facility per year, including any possible ROW access fee or fee for attachment to municipally-owned structures in the ROW.

- 3) The applicant and/or owner shall provide an escrow payment upon filing, in accordance with the amounts required by the Town's standard subdivision and land development review process, for all costs incurred of the Town's consultant(s) in providing expert evaluation and consultation in connection with the review of the application.

f) **Demolition Permit** – \$200 residential; \$300 commercial.

g) **Driveway Permit** – \$75

Required for any driveway that is new, relocated or changed in grade which enters a Town street or any street that will become a Town street.

h) **Fireplace Permit** – \$25 for the installation of fireplaces in existing structures.

i) Grading Permit

- 1) \$100 for the first two (2) acres or fraction thereof, and \$100 per acre thereafter or fraction thereof.
- 2) An escrow shall be established for the review of plans and inspection of sitework by the Town's consultants. Grading of less than ten (10) acres requires an escrow of \$1,000. For ten (10) acres or more, an escrow of \$1,500 shall be required.
- 3) There is no fee for grading work to be performed in conjunction with a building permit for a single- or two-family residence or addition to same. However, a surety deposit is required in accordance with Section 1705.08(b) of the Town's grading ordinance.

j) Logging Permit – \$300 application fee

In addition, an escrow amount of \$3,000 shall be established for review of the logging plan and inspection of the property. The applicant will be charged for the actual costs of review and inspection. If the costs exceed \$3,000 the applicant will replenish the escrow to maintain it at the \$3,000 level until approval is granted by the Town. Any remaining balance will be returned after approval is granted by the Town.

k) Sign Permit – \$150 per sign

l) Town Road Right-of-Way/Utility/Street Opening Permits – \$125 permit fee

- 1) Inspection: The estimated costs of inspection determined by the Town shall be deposited in escrow. Actual costs will be charged, and any remaining balance will be returned after approval of the work by the Town. Minimum escrow shall be \$100.
- 2) Repair and restoration: An estimate of the cost for repair and restoration of what is disturbed shall be calculated by the Town based upon the size and composition of the proposed excavation. The applicant shall deposit the estimated amount calculated by the Town in escrow.

The minimum amount of escrow shall be \$500. Any amount more than \$5,000 may be secured by a letter of credit or bond, subject to the approval of the Town Manager, Town Attorney or Town Engineer.

Any entity which routinely performs work in Town rights-of-way, such as utilities, may deposit an ongoing escrow (and bond, where applicable). Such escrow shall be replenished any time it is reduced below the amount originally deposited before any new work, other than emergency work, may proceed. A utility filing a bond with the Town may renew the bond each year from the date of its issuance in an amount and form satisfactory to the Town Manager, Town Attorney or Town Engineer.

**Section 2. Charges submitted by request for Town review and/or approval:**

a) Appeals to Zoning Hearing Board

- 1) Appeal of Zoning Officer's Decision (including NOV appeal)  
Residential: \$300  
Commercial: \$750

Appeals related to mixed-use development or a residential development as a whole (i.e. multiple lots in a forthcoming subdivision; an apartment complex) shall be charged at the commercial rate.

2) Zoning Variance

Residential:	\$300
Commercial:	\$750

Appeals related to mixed-use development or a residential development as a whole (i.e. multiple lots in a forthcoming subdivision; an apartment complex) shall be charged at the commercial rate.

3) Special Exception – \$500

4) Use Variance – \$1,000

b) Conditional Use – \$1,000 application fee

An escrow amount of \$2,000 shall be established at the time of application to pay for reviews by Town consultants, cost of required legal notices, and other associated expenses. The escrow shall be replenished to \$2,000 any time it is reduced to \$500.

c) Curative Amendment – \$1,000

d) Estimated costs of reviews by specialized consultants, such as traffic or soils engineers or geologists, shall be deposited with the Town in escrow prior to utilization of such services. This escrow shall be in addition to the escrow deposited for general or stormwater engineering reviews and inspection.

e) Proposed Zoning Amendment – \$1,000 application fee

An escrow amount of \$2,000 shall be established at the time of application to pay for reviews by Town consultants, cost of required legal notices, and other associated expenses. The escrow shall be replenished to \$2,000 any time it is reduced to \$500.

f) Rezoning – \$1,000 application fee

An escrow amount of \$2,000 shall be established at the time of application to pay for reviews by Town consultants, cost of required legal notices, and other associated expenses. The escrow shall be replenished to \$2,000 any time it is reduced to \$500.

g) Site Inspection and As-Built Reviews – Per the engineer's fee structure as approved by the Town in an amount to cover the actual cost of inspections.

h) Subdivision and Land Development

1) Legal fees incurred by the Town will be charged in accordance with the fee structure agreed upon between the Town and Town Attorney.

2) Simple Subdivision – \$250 application fee.

An escrow amount of \$1,500 shall be established at the time of application to pay for reviews by Town consultants. The escrow shall be replenished to \$1,500 any time it is reduced to \$200.

3) Subdivision and/or Land Development Plan:

\$200 per acre or fraction thereof with a minimum charge of \$1,000.

An escrow amount of \$5,000 shall be established at the time of application to pay for reviews by Town consultants. The escrow shall be replenished to \$5,000 any time it is reduced to \$1,500. For developments with both preliminary and final plan submissions, any funds remaining in the escrow deposit made with a preliminary plan submission shall be credited toward the escrow established for final plan submission.

4) Fee in Lieu of Sidewalk Waivers

Fee in lieu of sidewalk waivers will be calculated based on the actual cost of work as reviewed and approved by the Town Engineer.

5) Fee in Lieu of Recreation With Regard to Residential Development Projects

Public Recreation and Open Space (PROS) fee in lieu: \$800 per Residential Dwelling Unit

i) Substantive Validity Challenge (Zoning Ordinance) – \$1,000

j) Transportation Overlay District

Actual costs for Traffic Report Review and TPAD Program Modification Review shall be charged in accordance with the Town approved engineering fees.

k) UCC / Code Appeals Board hearing

Residential: \$300

Commercial: \$750

Appeals related to mixed-use development or a residential development as a whole (i.e. multiple lots in a forthcoming subdivision; an apartment complex) shall be charged at the commercial rate.

### Section 3. Charges for Town Fire Prevention Permits

a) Fire Alarm Installation

5,000 sq ft or less:	\$200
5,001 to 19,999 sq ft:	\$300
20,000 to 40,000 sq ft:	\$400
Over 40,000 sq ft	\$600

b) Fire Pump, any size – \$200

c) Fire Reports – \$25

d) Fireworks Display – \$100

A surety bond is required in accordance with the current edition of the Town's Fire Prevention Code.

e) Recreation Fires – \$25 each occurrence

- f) Service Stations and Auto Body Garages – \$100  
Includes storing and painting of automobiles and undercoating of automobiles.
- g) Sprinklers

20 heads or less:	\$150
150 heads or less:	\$250
400 heads or less:	\$350
Over 401 heads:	\$400
- h) Storage of Explosives, Ammunition, Gunpowder, Flammable/Combustible Liquids and Hazardous Materials – \$100 annual fee in accordance with current edition of the Town's Fire Prevention Code.
- i) Storage Tanks, Stationary Tanks, L.P. Gas Cylinders – \$50 for temporary or permanent installations.
- j) Suppression Systems – \$200 per system  
Includes commercial cooking hoods and other types of automatic suppression systems.
- k) All other operational/Fire Prevention Permits – \$50 each
- l) Charges do not include any applicable state fees, including those fees assessed pursuant to the Uniform Construction Code, as amended.

#### **Section 4. False Alarms**

- a) First False Alarm – No fee shall be charged for the first instance of a false alarm during the calendar year.
- b) Second False Alarm – The owner of a multi-family (3 or more units) commercial, industrial, or institutional property having a fire alarm or sprinkler alarm that is located within the Town of McCandless shall be charged a base service fee of \$200 for its second instance of a false alarm within the same calendar year. In the event that the Fire Marshal determines that the false alarm is the result of the act or omission of the tenant, the tenant shall be assessed the service fee.
- c) Additional False Alarms – For each additional false alarm occurring within the calendar year, the multi-family, commercial, industrial, or institutional property owner (or tenant, as applicable) shall be charged a service fee which shall increase by an amount of \$100 per false alarm up to a maximum of \$400 per false alarm. For example, for a third false alarm, the entity shall be charged \$300; for a fourth false alarm and each false alarm thereafter, the entity shall be charged \$400.

#### **Section 5. Recreation Permits**

- a) Heritage and Cultural Center – \$75 for guided group tours or outreach activities, \$200 refundable deposit to rent the Center plus \$75/hour.
- b) Pavilion Fees – \$75 fee is required for the use of a Town pavilion.

- c) Town Ball Field Fees – \$400 per season; or \$75 per game for night/evening use or \$50 for daylight use.
- d) Pickleball Courts Reservation - \$10 per hour. Non-Refundable.

## **Section 6. Other Fees and Charges**

- a) Administrative charge for receipt of insufficient fund check – \$30 plus any bank charge incurred by the Town.
- b) Amusement Permit – \$25 per year
- c) Application Fee for Police Officer Candidate – \$50 (May be waived by Police Chief or Town Manager)
- d) Application for Certification of Stormwater Drainage Compliance – \$15
- e) Assessment and Tax Lien Letters – \$30 per letter; \$5 fax machine fee.
- f) Comprehensive Plan – Actual cost of reproduction.
- g) Engineering fees are set annually by the Town Manager and on an as-needed basis for specific inspections.
- h) External Uniform Construction Code (UCC) Plan Review Requirement  
Commercial, multi-family and institutional building plans may be sent to a Pennsylvania Certified Third Party Plan Review Agency for plan review at the discretion of the Building Official/Fire Official. Costs for such review shall be borne by the applicant.
- i) Insurance Reports (other than fire) – \$5
- j) Liquor License Transfer Escrow – \$500  
Should the escrow be depleted, the Applicant shall reimburse the Town for any additional unreimbursed costs incurred by the Town relative to the Application.
- k) Paving, Grading, Drainage Standards & Specifications - \$7.50
- l) Plan Review Service Charge – When the Town Manager, Planning & Development Administrator or Building Official/Fire Official considers the use of outside professionals to be necessary to review plans submitted, he/she may engage such professionals and charge such costs to the applicant.
- m) Police Reports – \$15
- n) Public Records Policy Fees

- 1) Certification – The Town's fee for official certification of copies containing the Town seal is \$2.00 per copy.
- 2) Copies from Microfilm - \$0.50 per page
- 3) Copies of Video/Audiotapes/Body Worn Camera/Dashboard Camera – \$100 plus legal review fees
- 4) Copying onto Electronic Media – Actual cost incurred by Town
- 5) Facsimile Transmission – Local call (\$1.00 per transmission); Long distance (\$1.50 per page).
- 6) Photocopies - \$0.25 per page for 11" x 17" or smaller; \$1.00 per page for any larger sheets or actual costs incurred by the Town, whichever is greater.
- 7) Postage – Fees for postage shall not exceed the actual cost of mailing.
- 8) Pre-payment of Fees – The Town may require pre-payment of estimated fees when the fees required to fulfill the request are expected to exceed \$100.
- 9) Printing from Electronic Media - \$0.25 per page
- 10) Waiver of Fees – The Town may waive duplication fees when the Town deems it to be in the public interest to do so.

- o) Public Utility Permit Bond – Minimum \$10,000. Any amount over \$10,000 as determined by the Town Engineer and/or Town Manager.
- p) Special Police Detail - \$85 / hour without a patrol unit or \$95/hour with a patrol unit.
- q) Transient Vendor License Fee – The nonrefundable fee for each license application shall be \$100 to cover the cost to process the application, plus \$25 for each vendor associated with the applicant, plus the prescribed fee for any background check conducted by the Chief of Police. Any renewal shall be at half price, if renewed within 15 days of the expiration of the license. Any and all fee amounts may be adjusted by Town resolution including the cost for the background check.
- r) Zoning Map – \$5 per map, per copy

**Section 7. All prior resolutions establishing various Town fees and charges are hereby repealed to the extent inconsistent herewith.**

Motion made by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and this resolution is adopted this 25th day of March 2024, such fees to become effective immediately.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President

OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 5 OF 2024

**A RESOLUTION APPROVING CORE DOCUMENTS PREPARED FOR THE MCCANDLESS/NORTHERN ALLEGHENY HERITAGE AND CULTURAL CENTER WHICH FOLLOW THE AMERICAN ALLIANCE OF MUSEUMS STANDARDS AND BEST PRACTICES AND GUIDE THE OPERATIONS OF THE HERITAGE CENTER AND CONSIST OF ITS MISSION STATEMENT, INSTITUTIONAL CODE OF ETHICS AND TOWN COUNCIL'S ROLE OF GOVERNANCE, STRATEGIC PLAN AND COLLECTIONS MANAGEMENT AND EMERGENCY MANAGEMENT POLICIES.**

**WHEREAS**, in 2014, the Town Council of the Town of McCandless authorized the construction of a building to house the collection of Joseph Bullick and future items of historical significance donated or loaned to the Town and the Northern Allegheny region, and

**WHEREAS**, construction was completed in 2016 with significant levels of donated time, money and energy and the collection moved to this new structure, and

**WHEREAS**, accessioning, organizing and readying of the collection has begun through the efforts of many volunteers, and

**WHEREAS**, Core Documents to guide operation of this facility have been amended and are attached to this Resolution as Exhibit 1.

**NOW AND THEREFORE**, it is resolved that the Town Council of the Town of McCandless hereby:

- 1) Approves the Amended Core Documents prepared for the McCandless/Northern Allegheny Heritage and Cultural Center. These documents follow the American Alliance of Museums Standards and best practices and guide the operations of the Heritage and Cultural Center. They consist of its Mission Statement, Institutional Code of Ethics and Town Council's role of governance, Strategic Plan and Collections Management and Emergency Management Policies.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President