



TOWN OF MCCANDLESS
MEETING OF TOWN COUNCIL
AGENDA
December 15, 2025

1. Call to Order at 7:30 p.m.

2. Pledge of Allegiance led by Town Councilmembers

3. Announcements

- a) Town Hall will be closed on the following dates, Wednesday, December 24, Thursday, December 25, and Thursday, January 1, in observance of the holiday season.
- b) Action concerning the Promotion of Officer Andrew Kolek to the position of Police Sergeant.
 - i) Motion to approve the promotion of Officer Andrew Kolek to the position of Police Sergeant effective December 16, 2025.
- c) Action concerning the Promotion of Officer David Machesney to the position of Police Sergeant
 - i) Motion to approve the promotion of Officer David Machesney to the position of Police Sergeant effective December 29, 2025.

4. Public Comment on Agenda Items Only

5. Approval of Minutes:

- a) Meeting of Town Council Minutes, December 8th, 2025

6. Administration and Finance Reports:

- a) Finance Report for the Month of November 2025
 - i) Financial Summary and Check Listing
 - ii) Review and Motion to [approve/deny] Check Listing No. 11 dated November 1, 2025 to November 30, 2025 totaling \$1,513,589.03 as submitted to each member of Council and posted the bulletin board and Town website.
- b) Communications Report for the Month of December 2025
- c) Junior Councilmember's Report for the Month of December 2025
- d) Liaison Reports
 - i) McCandless Industrial Development Authority – Mr. Arlow (no meeting)
 - ii) North Hills Council of Governments – Mr. Singer (no meeting)

- e) Public Comment on Administration and Finance

7. Planning and Zoning Reports

- a) Planning Director's Report for the Month of December 2025
- b) Liaison Reports
 - i) Planning Commission – Mr. Arlow
 - ii) Zoning Hearing Board – Ms. Cloonan
- c) Public Comment on Planning and Zoning

8. Recreation Reports

- a) Parks and Recreation Director's Report for the Month of December 2025
- b) Liaison Reports
 - i) Finance Development and Promotional Committee for the Heritage and Cultural Center – Mr. Hart
- c) Public Comment on Recreation

9. Town Manager's Report

- a) Engineer Report

10. Town Attorney's Report

11. Old Business

- a) Action concerning the appointments for Authorities, Boards, Commissions and Committees
- i) Motion to appoint _____ to the Personnel Board for a term expiring December 31, 2028
- ii) Motion to appoint _____ to the Personnel Board for a term expiring December 31, 2028.
- iii) Motion appoint _____ to the Zoning Hearing Board for a term expiring December 31, 2028.
- iv) Motion to appoint _____ to the Planning Commission for a term expiring on December 31, 2029.
- v) Motion to appoint _____ to the Planning Commission for a term expiring on December 31, 2029.
- vi) Motion to appoint _____ to the Financial Development Promotional Committee for a term expiring on December 31, 2029.
- vii) Motion to appoint _____ to the Financial Development Promotional Committee for a vacant term expiring on December 31, 2029.
- viii) Motion to appoint _____ to the Financial Development Promotional Committee for a term expiring on December 31, 2029.
- ix) Motion to appoint _____ to the McCandless Township Sanitary Authority for a term expiring

on December 31, 2030.

x) Motion to appoint _____ to the Environmental Advisory Committee for a term that expires on December 31, 2028.

xi) Motion to appoint _____ to the Environmental Advisory Committee for a term expiring on December 31, 2026

xii) Motion to appoint _____ to the McCandless Industrial Development Authority for a term expiring on December 31, 2030.

xiii) Motion to readvertise for a vacant position on the McCandless Industrial Development Authority for a term expiring December 31, 2029.

xiv) Motion to appoint _____ to the McCandless Franklin Park Ambulance Authority for a term expiring December 31, 2030.

xv) Motion to appoint _____ to the McCandless Franklin Park Ambulance Authority for a term expiring December 31, 2030.

12. New Business

- a) Action concerning Ordinance No. 1562
 - i) Motion to [adopt/reject] Ordinance No. 1562 of the Town of McCandless, Allegheny County, PA amending Ordinance No. 1544 Reappropriating certain monies for fiscal year 2025.
- b) Action concerning settlement agreement (see separate attachment)
 - i) Motion to authorize the appropriate Town officials to execute a settlement agreement in Case Number SA-24-611 and SA-25-52
- c) Action concerning Proposed Ordinance No. 1563- Reichold Lease Agreement (see separate attachment)
 - i) Motion to [adopt/reject] Lease Agreement 1563 between the Town of McCandless and RT 19 Reichhold MT Devco LLC.
- d) Action concerning Proposed Ordinance No. 1564-Perrymont Lease Agreement (see separate attachment)
 - i) Motion to [adopt/reject] Lease Agreement 1564 between the Town of McCandless and RT 19 Perrymont Devco LLC.
- e) Action concerning Resolution 2025-30
 - i) Motion to [adopt/reject] tentatively identified Resolution No. 2025-30 establishing rate of participant contributions of the Town of McCandless Police Pension Plan at 5% for the period January 1, 2026 through and including December 31, 2026.
- f) Action concerning Resolution No. 2025- 31
 - i) Motion to [adopt/reject] tentatively identified Resolution No. 2025-31 establishing the amount when competitive bidding shall not be required for contracts for labor, material, supplies or services.
- g) Action concerning Resolution 2025-32
 - i) Motion to [approve/reject] tentatively identified Resolution No. 2025-32 establishing a master resolution to govern various Town fees and charges.
- h) Action concerning Resolution 2025-33

- i) Motion to [approve/reject] a Resolution of the Town Council of the Town of McCandless, Allegheny County, Pennsylvania, resolving that at a future meeting of the Town Council, the Town Council will hold a public hearing on and thereafter consider an amendment to the Town Zoning Ordinance, to amend Article 1305, Signs, as amended, of the Town Code of ordinances, to revise the regulations for on-premises signs, off-premises signs, temporary signs, and digital display sign message duration.
- i) Action concerning Resolution 2025-34
 - i. Motion to [approve/reject] the Town of McCandless Parks Master Plan of the Town of McCandless, Allegheny County, Commonwealth of Pennsylvania, adopting a comprehensive park master plan document for the Town; which document provides for the achievement of specific community goals and objectives through the implementation of short range and long-range strategies; which document contains plans for land use as well as facilities improvements.
- j) Action concerning the appointment of Tax Collectors for the Town of McCandless
 - i) Motion to [approve/reject] appointing Kratzenberg and Associates Inc, d/b/a Keystone Collections Group as the Business Privilege Tax Collector for the Town of McCandless effective January 1, 2026.
 - ii) Motion to [approve/reject] appointing Jordan Tax Service Inc. as the Current and Delinquent Real Estate Tax Collector for the Town of McCandless effective January 1, 2026.

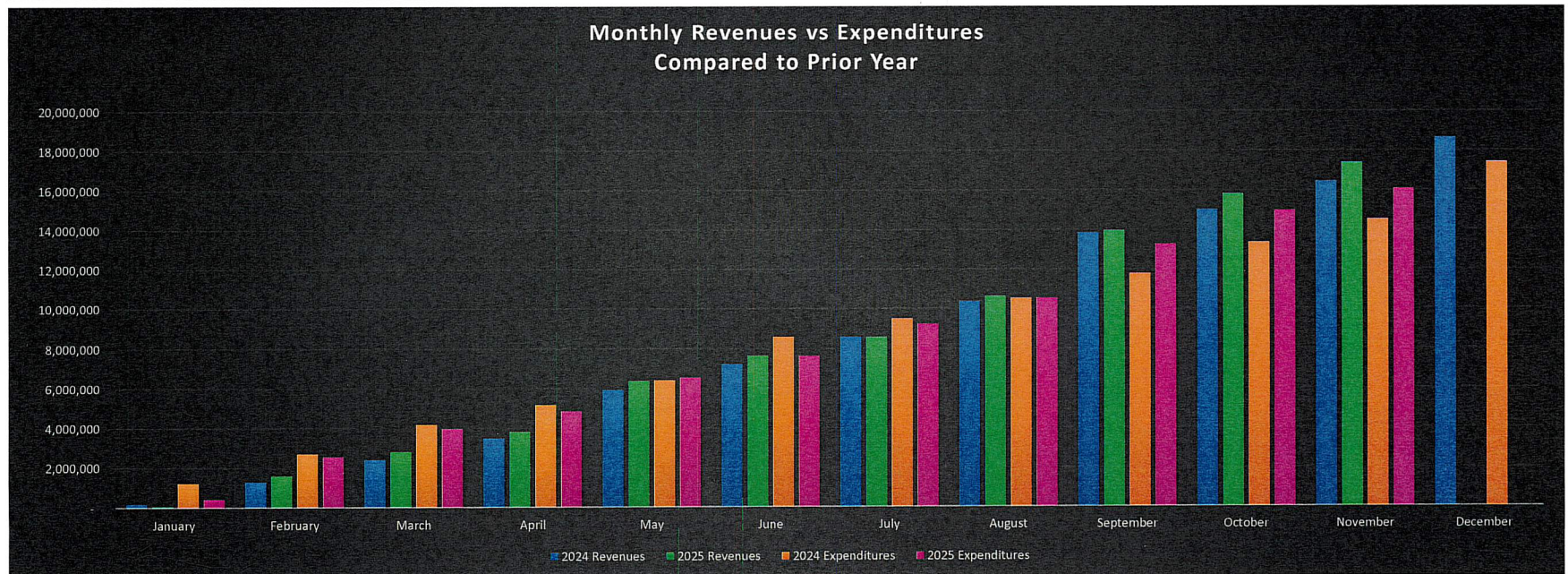
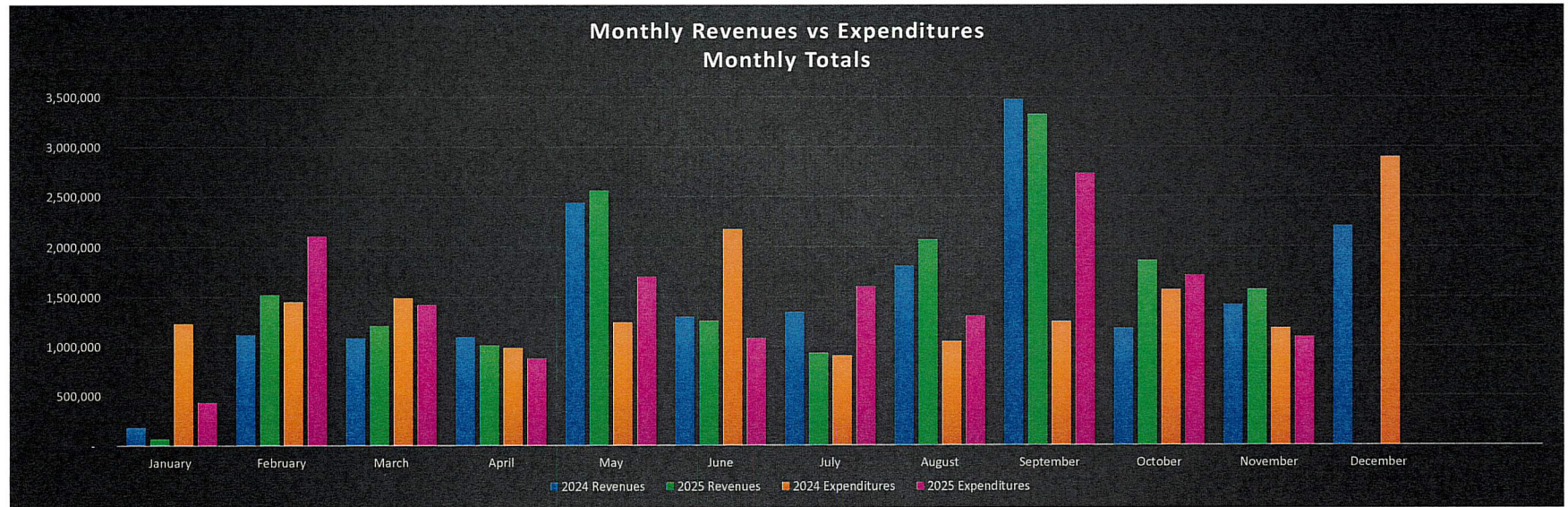
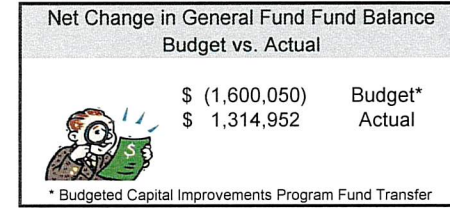
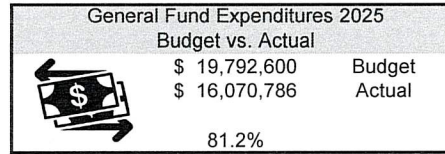
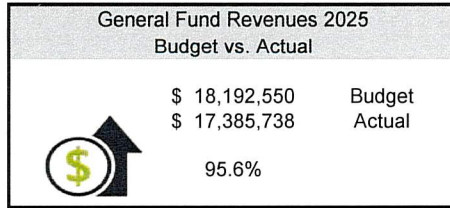
13. Public Non-Agenda Comments

14. Adjournment

Respectfully submitted,

John F. Schwend
Town Manager
/dmr

Town of McCandless Financial Dashboard November 2025



General Fund Revenues
November 30, 2025

Account Totals Summary	Amended Budget 2024	Actual Year to Date 2024	Actual As % Of Budget 2024	Adopted Budget 2025	Actual Year to Date 2025	Actual As % Of Budget 2025
301 - 310 Taxes	\$ 13,903,890.00	\$ 13,662,917.00	98.27%	\$ 15,307,700.00	\$ 14,231,311.00	92.97%
319 Penalties and Interest on Delinquent Taxes	\$ 8,000.00	\$ 24,722.00	309.03%	\$ 10,700.00	\$ 28,866.00	269.78%
321-322 Licenses and Permits	\$ 385,575.00	\$ 286,637.00	74.34%	\$ 355,950.00	\$ 265,565.00	74.61%
331 Fines	\$ 33,000.00	\$ 23,881.00	72.37%	\$ 29,600.00	\$ 29,467.00	99.55%
341 - 342 Interest and Rents	\$ 134,500.00	\$ 340,971.00	253.51%	\$ 208,900.00	\$ 398,596.00	190.81%
354 - 356 State Funding	\$ 905,350.00	\$ 900,071.00	99.42%	\$ 905,150.00	\$ 1,034,251.00	114.26%
357 - 359 Local Funding	\$ 955,100.00	\$ 694,046.00	72.67%	\$ 701,850.00	\$ 650,267.00	92.65%
361 - 367 Charges and Fees	\$ 507,500.00	\$ 423,208.00	83.39%	\$ 429,300.00	\$ 435,726.00	101.50%
383 Assessments	\$ 400.00	\$ 415.00	103.75%	\$ 400.00	\$ 394.00	98.50%
387 Contributions and Donations	\$ 72,300.00	\$ 26,758.00	37.01%	\$ 67,500.00	\$ 61,817.00	91.58%
391 Sale of Assets	\$ 15,000.00	\$ 37,701.00	251.34%	\$ 27,500.00	\$ 53,039.00	192.87%
392 Fund Transfers	\$ 869,824.00	\$ -	0.00%	\$ -	\$ -	0.00%
395 Refunds of Prior Year Expenditures	\$ 120,000.00	\$ 103,460.00	86.22%	\$ 148,000.00	\$ 196,439.00	132.73%
TOTAL Revenues	\$ 17,910,439.00	\$ 16,524,787.00	92.26%	\$ 18,192,550.00	\$ 17,385,738.00	95.57%

General Fund Expenditures
November 30, 2025

Account Totals Summary	Amended Budget 2024	Actual Year to Date 2024	Actual As % Of Budget 2024	Adopted Budget 2025	Actual Year to Date 2025	Actual As % Of Budget 2025
General Government (400-409)	\$ 2,395,650.00	\$ 1,683,116.00	70.26%	\$ 2,588,580.00	\$ 2,018,412.00	77.97%
Public Safety (410-419)	\$ 8,870,340.00	\$ 7,257,002.00	81.81%	\$ 9,124,365.00	\$ 8,357,917.00	91.60%
Public Works (426-446)	\$ 4,447,980.00	\$ 3,396,841.00	76.37%	\$ 4,379,965.00	\$ 3,551,737.00	81.09%
Culture and Recreation (451-457)	\$ 988,480.00	\$ 825,560.00	83.52%	\$ 1,043,190.00	\$ 928,733.00	89.03%
Refunds (491)	\$ 158,800.00	\$ 113,224.00	71.30%	\$ 156,500.00	\$ 163,987.00	104.78%
Interfund Operating Transfers (492)	\$ 2,500,000.00	\$ 1,250,000.00	50.00%	\$ 2,500,000.00	\$ 1,050,000.00	42.00%
TOTAL Expenditures	\$ 19,361,250.00	\$ 14,525,743.00	75.02%	\$ 19,792,600.00	\$ 16,070,786.00	81.20%

Town of McCandless All Funds
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

PAGES	FUND NO	FUND DESCRIPTION				Check Amount
9	01	GENERAL FUND CHECKING ACCOUNT (FUND 01)				\$ 1,331,143.50
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)				\$ 181,733.98
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)				\$ 711.55
Total Checks						\$ 1,513,589.03

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	11/03/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	89.96	89.96
EFT	11/04/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	81.76	81.76
EFT	11/04/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	82.12	82.12
EFT	11/04/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	102.10	102.10
EFT	11/04/2025	PENN POWER	HERITAGE CENTER	Electricity	223.19	223.19
8630	11/06/2025	ABC FIRE EXTINGUISHER CO.	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	Building Safety Inspections	2,548.60	2,548.60
8631	11/06/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - DPW	Sanitation Supplies	62.01	432.46
				Office Supplies	60.66	
				Uniform Equipment	150.80	
				Vehicle Parts	158.99	
8632	11/06/2025	BIG DADDY WILDLIFE REMOVAL	WILDLIFE REMOVAL - OCT2025 (19) - DEER	Animal Removal	1,035.00	1,035.00
8633	11/06/2025	CITY LIGHTING PRODUCTS COMPANY	VESTAL PARK - BRIDGE LIGHTS	Repairs	2,906.20	2,906.20
8634	11/06/2025	FASTENAL	REPAIRS - VESTAL PARK BRIDGE	Repairs	100.49	100.49
8635	11/06/2025	GRAINGER	WELDING JACKET	Other Operating Supplies	64.31	64.31
8636	11/06/2025	HEI-WAY, LLC	ASPHALT SUPPLIES	Asphalt Supplies	1,480.69	1,480.69
8637	11/06/2025	HIGHMARK INC.	MEDICAL REIMBURSEMENT	Police Officer Health Insurance	47.78	47.78
8638	11/06/2025	HILL INTERNATIONAL TRUCKS NA LLC	CREDIT - X105033830:01 / CORE RETURN #3103 PARTS	Vehicle Parts	54.62	54.62
8639	11/06/2025	JACKS AUTO PARTS	PARTS	Vehicle Parts	7.44	7.44
8640	11/06/2025	JACKSON WELDING SUPPLY CO., INC.	PARTS / PO #656	Tools	5461.50	7,591.50
				Machinery Repairs	2130.00	
8641	11/06/2025	LINDY PAVING INC.	HERITAGE CTR PARKING LOT	Roads and Parking Lots	1,239.51	1,239.51
8642	11/06/2025	NASASP	ASSOCIATE MEMBERSHIP - IANNUZZI 10/1/25 - 10/1/26 (YEARLY)	Membership Dues	39.00	39.00
8643	11/06/2025	NORTH EASTERN UNIFORMS	CROSSING GUARD / UNIFORMS NEW OFFICER - EDWARDS - UNIFORMS NEW OFFICER - DOBRANSKY - UNIFORMS	Uniform Equipment Uniform Allowance	5863.50 941.92	6,805.42
8644	11/06/2025	NORTH HILLS COUNCIL OF GOVERNMENTS	2025 ANNUAL BID AD	Membership Dues	24.80	24.80
8645	11/06/2025	O'REILLY AUTO PARTS	PARTS	Other Operating Supplies	34.35	34.35
8646	11/06/2025	OPTIMUS RISK SERVICES	LOSS CONTROL (NOV)	Consulting Services	795.00	795.00
8647	11/06/2025	PERFECTION SERVICES, INC.	COMPUTER - ADMIN WORKSTATION POLICE NEW HIRE - PC WORKSTATION	Computers	3065.91 2849.97	5,915.88
8648	11/06/2025	PITTSBURGH PUBLIC SAFETY SUPPLY INC	UNIFORMS - MARTIN	Uniform Clothing	115.35	115.35
8649	11/06/2025	PITTSBURGH TIRE SERVICE	LARGE TRUCK TIRES	Tires	1,063.80	1,063.80
8650	11/06/2025	POINT SPRING & DRIVESHAFT CO	PARTS - #3103	Vehicle Parts	303.60	303.60
8651	11/06/2025	SEALMASTER	PARKING LOT - HCC	Roads and Parking Lots	147.66	147.66
8652	11/06/2025	T-MOBILE	MONTHLY WIRELESS	Internet	688.20	709.54
				Monthly Telephone	21.34	
8653	11/06/2025	THIRD GENERATION	PHONE SERVICES	Monthly Telephone	1186.43 46.75	1,233.18
8654	11/06/2025	TRANSUNION RISK AND ALTERNATIVE	PERSON SEARCH	Subscriptions	100.00	100.00
8655	11/06/2025	UNIFIRST CORPORATION	UNIFORMS AND MATS	Building Cleaning Services Uniform Cleaning Service	25.90 177.35	203.25
8656	11/06/2025	WITHEREL KALINA LAW GROUP	PROFESSIONAL SVCS / PERSONNEL BOARD	Town Attorney	407.00	407.00
8657	11/06/2025	Y-PERS, INC	SUPPLIES	Sanitation Supplies	431.00	431.00
EFT	11/06/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	93.79	93.79
EFT	11/07/2025	ADP, INC		Regular Wages	276.92	276.92
EFT	11/07/2025	ICMA - 457		IRC 457 Contributions Withheld - Non Uniform	337.14 662.50	999.64
				IRC 457 Contributions Withheld - Uniform		
EFT	11/07/2025	ICMA - IRA		Roth IRA Contributions Withheld	1709.33 557.69	2,267.02
EFT	11/07/2025	US BANK		Police Pension Withheld	5,852.21	5,852.21

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	11/07/2025	ICMA - 457		IRC 457 Contributions Withheld - Non Uniform IRC 457 Town Match - Non Uniform IRC 457 Contributions Withheld - Uniform	1890.48 750.97 5985.69	8,627.14
EFT	11/07/2025	ICMA - 401		Non-Uniformed Pension Withheld Non-Uniformed Pension Town Match	6563.15 6563.15	13,126.30
EFT	11/07/2025	ADP, INC		Regular Wages	81,229.35	81,229.35
EFT	11/07/2025	ADP, INC		Regular Wages	176,592.01	176,592.01
EFT	11/10/2025	FNB COMMERCIAL CREDIT CARD	2025 OCTOBER PURCHASING CARD EXPENSES	Advertising Seminars & Training Local Meetings OTHER EXPENSES Membership Dues Other Operating Supplies Fuel System Registration Fees Postage Unleaded Fuel Uniform Clothing Public Safety Equipment Printing VFC Banquet General Office Supplies Audio Visual Equipment Food & Beverages General Operating Supplies Construction Materials	450.00 70.61 1750.42 59.98 225.00 555.40 150.00 15.96 27.95 79.23 1031.93 159.39 1264.58 171.74 33.40 1366.78 21.20 337.50 57.78 371.76 106.58 724.00 317.00	9,348.19
EFT	11/10/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	53.70	53.70
8658	11/12/2025	CARE O SELL COMPANY INC.	BUSINESS PRIVILEGE TAX REFUND - #1177 / 11/2025	BPT Refunds	23.81	23.81
8659	11/12/2025	HEALTH CARE FACILITIES MANAGEMENT	BUSINESS PRIVILEGE TAX REFUND - #1850 / 11/2025	BPT Refunds	291.43	291.43
8660	11/13/2025	ALLIED COMMUNICATIONS OF PA	GPS	Software Maintenance	425.65	425.65
8661	11/13/2025	AMAZON CAPITAL SERVICES	PO# SAFETY EQUIPMENT 01.430 OFFICE SUPPLIES - FIRE OFFICE SUPPLIES - DPW OFFICE SUPPLIES - TOWN OFFICE SUPPLIES - POLICE	Office Supplies General Office Supplies VFC Banquet Public Safety Equipment	138.09 21.98 701.07 66.07 31.54	958.75
8662	11/13/2025	AMERICAN ROCK SALT COMPANY LLC	ROCK SALT	Rock Salt	44,655.64	44,655.64
8663	11/13/2025	BABST, CALLAND, CLEMENTS AND ZOMNIR, P.C.	ELLEN WRIGHT ORDINANCE & RESOLUTION APPEALS MCT CUMBERLAND LANDCO, LLC ZHB APPEAL 250 RIDGEVIEW ENFORCEMENT 282 COURTNEY PROPERTY MAINTENANCE ZONING/SALDO PROJECT (PREPAID) LITIGATION AND CODE ENFORCEMENT MATTERS RETAINER LABOR & EMPLOYMENT MATTERS - GENERAL GENERAL MATTERS PERSONNEL BOARD Town - 100%	Town Attorney Retainer Town Attorney Services ZHB Legal Services	1500.00 4110.00 6281.00 2476.50 5748.93 108.00 55.50	20,279.93
8664	11/13/2025	CAMELOT BANQUET CENTER	FF APPRECIATION BANQUET HALL 2025	VFC Banquet	7,373.60	7,373.60
8665	11/13/2025	COMDOC, INC.	CONTRACT	Office Equipment Maintenance	1,597.68	1,597.68
8666	11/13/2025	DGM PHOTOGRAPHY	WINTERFEST 2025 - TOWN OF MCCANDLESS - BALANCE	Entertainment	450.00	450.00

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
8667	11/13/2025	DRAGUN'S LANDSCAPE SUPPLY INC.	SAND	General Maintenance	82.00	82.00
8668	11/13/2025	DUQUESNE LIGHT COMPANY	SCHOOL ZONE/TRAFFIC SIGNAL GREYBROOKE	Electricity Traffic Signal Electricity	55.96 1462.31	1,518.27
8669	11/13/2025	GATEWAY ENGINEERS INC.	HAGEN PROPERTY EASEMENT TIMBER TRAIL STORM SEWER REPAIR GENERAL ENGINEERING SVCS TOM - 2025 MS4 PROGRAM HERITAGE & CULTURAL CTR PARKING LOT - LIGHTING DESIGN 2025 MCCANDLESS STATEWIDE LOCAL SHARE ACCT (LSA) APPLICATIONS GLENN MANOR FILL SITE EXT DESIGN & PERMITTING 2025 (YR 52) MCCANDLESS CDBG GRANT APP. - ADA BATHROOM IMPROVEMENTS Town - 100%	Engineering	7519.50 1042.25 1790.75 4654.75	15,007.25
8670	11/13/2025	GHOST PATCH	GHOST PATCH CUSTOM	Public Safety Equipment	2,339.00	2,339.00
8671	11/13/2025	GLASSMERE FUEL SERVICE	LEADED AND UNLEADED	Unleaded Fuel Diesel Fuel	5701.18 4874.67	10,575.85
8672	11/13/2025	GRAINGER	SUPPLIES	Repairs	7.74	7.74
8673	11/13/2025	GRIFFITH, E. H. INC.	FUEL LINE CONNECTOR ELECTRIC FUEL PUMP	Vehicle Parts Machinery Repairs	271.50 39.22	310.72
8674	11/13/2025	GRIMCO, INC	BLACK LATEX INK	Sign Making Supplies	192.00	192.00
8675	11/13/2025	HILL INTERNATIONAL TRUCKS NA LLC	PARTS / #3103	Vehicle Parts	584.39	584.39
8676	11/13/2025	JACKS AUTO PARTS	PARTS	Vehicle Maintenance Parts Other Operating Supplies	374.25 42.72	416.97
8677	11/13/2025	LAUREL GARDENS TIRE SERVICE, INC.	TIRES TIRES #3198	Tires	963.00	963.00
8678	11/13/2025	LOWES HOME CENTERS INC	SUPPLIES	General Maintenance Tools Other Operating Supplies Vehicle Parts Recreational Supplies Tools Roads and Parking Lots Repairs	199.07 112.99 75.41 25.19 339.15 165.56 395.49 707.11	2,019.97
8679	11/13/2025	MASTRO ICE, INC	WINTERFEST 2025 - TOWN OF MCCANDLESS	Entertainment	1,060.90	1,060.90
8680	11/13/2025	MOBILE HEALTH SERVICES INC.	FIREFIGHTER PHYSICAL	VFC Physicals	650.00	650.00
8681	11/13/2025	MOLNAR PRINTING, LLC	TOWN CRIER (FALL 2025) #10 ENVELOPES	Town Crier Office Supplies	5746.00 187.00	5,933.00
8684	11/13/2025	O'REILLY AUTO PARTS	PARTS	Other Operating Supplies Vehicle Parts	57.25 8.01	65.26
8685	11/13/2025	PA ONE CALL SYSTEM INC	MONTHLY ACTIVITY FEE	PA One Call Fees	138.25	138.25
8686	11/13/2025	PEOPLES GAS	DPW TOWN HALL HERITAGE CENTER	Natural Gas	601.43 68.02	669.45
8687	11/13/2025	PITT SPECIALTY SUPPLY, INC.	OFFICE SUPPLIES - DPW	Sanitation Supplies	130.99	130.99
8688	11/13/2025	POINT SPRING & DRIVESHAFT CO	BRAKES	Vehicle Parts	729.36	729.36
8689	11/13/2025	RC MOWERS	PARTS / #3417	Machinery Parts	240.46	240.46
8690	11/13/2025	SHULTS FORD LINCOLN	PARTS / #2104	Vehicle Parts	190.67	190.67
8691	11/13/2025	SITEONE LANDSCAPE SUPPLY	TREE'S FOR ASHBURY POND	Detention Facility Maintenance	2,793.21	2,793.21
8692	11/13/2025	STEPHENSON EQUIPMENT INC.	PARTS SUPPLIES / #3174A - LEAF TRUCK	Vehicle Maintenance Parts Vehicle Parts	728.82 2508.29	3,237.11
8693	11/13/2025	SULOSKY DESIGN GROUP LLC	PERMIT & BID DOCUMENTS FOR TOM GENERATOR & ELECTRICAL SVC CONSOL; RFP WORK SCOPE UPDATES	Engineering	5,000.00	5,000.00
8694	11/13/2025	TEMPLE OHAV SHALOM	REIMBURSEMENT - PD BY MISTAKE JEWISH FED WAS TO PAY POLICE DETAIL (INV #2611)	Police General Outside Detail	1,390.00	1,390.00
8695	11/13/2025	UNIFIRST CORPORATION	UNIFORM AND MATS - DPW MATS AND UNIFORMS - DPW	Building Cleaning Services Uniform Cleaning Service	51.80 354.70	406.50

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
8696	11/13/2025	UNITED AUTO SUPPLY	PARTS - 2023 FORD POLICE INTERCEPTOR PARTS - 2020 FORD POLICE INTERCEPTOR PARTS - 2022 FORD POLICE INTERCEPTOR	Other Operating Supplies Vehicle Parts	32.82 410.24	443.06
8697	11/13/2025	USABLUBOOK	SUPPLIES	Tools	1,386.90	1,386.90
8698	11/13/2025	VERIZON	INTERNET FIOS	Monthly Telephone Charges	188.99	188.99
8699	11/13/2025	WEST VIEW WATER AUTHORITY	HERITAGE CENTER DPW TOWN HALL	Water - Town Hall/DPW Water	227.03 12.69	239.72
8700	11/13/2025	WILLIAMS WESCO INC	PROPANE	Vehicle Parts	70.00	70.00
8701	11/13/2025	EMPLOYEE FSA DISBURSEMENT	2025 FLEXIBLE SPENDING ACCT 1/14/25 - 11/5/25 REIMBURSEMENT	Flexible Spending Accounts	1,018.29	1,018.29
8702	11/13/2025	Y-PERS, INC	SUPPLIES	Vehicle Parts	29.00	29.00
8703	11/13/2025	ZELL, JUSTIN	11/20/25 HCC LECTURE - HONORARIUM	Local Meetings	75.00	75.00
0008682[VOID]	11/13/2025	MOTOROLA SOLUTIONS, INC.	PO NTP LETTER - REMOTE SPEAKER / POLICE	Communications Equipment	244.06	-
0008683[VOID]	11/13/2025	MRM PROPERTY & LIABILITY TRUST	WORKERS COMP PREMIUM	Town Manager/Asst Mgr Workers Comp Administrative Staff Workers Comp Department Head Workers Comp Administrative Staff Workers Comp - RET Administrative Staff Workers Comp - Citizen Info Police Officer Workers Comp Volunteer EMT Workers Comp Supervisor Workers Comp Crossing Guard Workers Comp Laborer Workers Comp	9.87 19.74 9.87 19.74 14.64 9.87 381.83 11484.37 9.96 111.58 29.79 9.96 9.87 580.75 9.96 9.87 29.88 4915.36 776.09 9.87	-
EFT	11/13/2025	DELTA DENTAL OF PA.	DENTAL PREMIUM	Employee Dental Contributions	646.25	646.25
EFT	11/13/2025	DELTA DENTAL OF PA.	DENTAL PREMIUMS	Employee Dental Contributions	2,794.00	2,794.00
EFT	11/14/2025	PENN POWER	VESTAL	Electricity	32.35	32.35
EFT	11/14/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	40.85	40.85
EFT	11/14/2025	ADP, INC		Software Maintenance	574.24	574.24
EFT	11/14/2025	EMPLOYMENT PARTNERS BENEFITS FUND	HEALTHCARE COVERAGE FOR 12/2025	Healthcare Public Works	38,214.33	38,214.33

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	11/14/2025	MUNICIPAL BENEFITS SERVICES		Town Manager/Asst Mgr Health Insurance	2538.61	99,499.96
				Administrative Staff Health Insurance	4453.74	
				Administrative Staff Dental Insurance	25.55	
				Town Manager/Asst Mgr Vision Insurance	12.73	
				Administrative Staff Vision Insurance	890.76	
				Administrative Staff Health Insurance - RET	6.41	
				Administrative Staff Vision Insurance - RET	2327.06	
				Administrative Staff Health Insurance - RET	12.73	
				Citizen Info	2672.22	
				Administrative Staff Vision Insurance - RET	12.73	
				Administrative Staff Health Insurance - Citizen Info	2538.61	
				Administrative Staff Vision Insurance - Citizen Info	4409.20	
				Department Head Health Insurance	60982.23	
				Police Officer Health Insurance	12.73	
				Department Head Vision Insurance	25.55	
				Police Officer Vision Insurance	305.79	
				Supervisor Health Insurance	2672.22	
				Department Head Dental Insurance	12.73	
				Supervisor Dental Insurance	19.23	
					2449.53	
					890.76	
					12.73	
					6.41	
					846.22	
					2449.53	
					6235.20	
					6.41	
					12.73	
EFT	11/17/2025	PENN POWER	WALL PARK	Electricity	82.08	82.08
EFT	11/18/2025	UPMC BENEFIT MANAGEMENT SVCS		Police Officer Health Insurance	80.43	263.78
EFT	11/19/2025	PENN POWER	SCHOOL ZONE	Electricity	32.53	32.53
EFT	11/19/2025	PENN POWER	SCHOOL ZONE	Electricity	32.69	32.69
EFT	11/19/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	34.84	34.84
EFT	11/19/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	56.63	56.63
EFT	11/19/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	59.59	59.59
EFT	11/19/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	67.23	67.23
8704	11/20/2025	ALLSHOUSE, KYLE	DUI CONFERENCE REIMBURSEMENT - KYLE ALLSHOUSE 11-11-25	Seminars & Training	707.13	707.13
8705	11/20/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - POLICE OFFICE SUPPLIES	General Office Supplies	70.57	744.83
				Office Supplies	325.04	
				Miscellaneous Supplies	178.97	
				VFC Banquet	139.86	
				Office Supplies	30.39	
8706	11/20/2025	AQUA FILTER FRESH INC.	BOTTLED WATER - POLICE BOTTLED WATER	Other Operating Supplies	58.05	174.10
				Miscellaneous Supplies	116.05	
8707	11/20/2025	ASCENSION LUTHERAN CHURCH	PROJECT C-35708-000	Ascension Timber Harvest	658.50	658.50
8708	11/20/2025	AT&T MOBILITY	MONTHLY INTERNET	Monthly Telephone Charges	174.04	1,945.63
				Internet Fees	97.18	
				Other Operating Supplies	672.97	
					685.46	
					34.60	
					48.59	
					48.59	
					43.51	
					140.69	
8709	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - JANUARY '26	Police Officer Health Insurance	869.68	869.68
8710	11/20/2025	C & W AUTOMOTIVE & MACHINE SHOP	SHOP SUPPLIES / #2110	Vehicle Repairs	33.28	33.28
8711	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - DEC'25	Police Officer Health Insurance	689.42	689.42
8712	11/20/2025	CRAZY MONKEY INC.	WINTERFEST 2025 - BALANCE	General Operating Supplies	2,896.00	2,896.00
8713	11/20/2025	ELEGANCE IN AWARDS	FF APPRECIATION BANQUET - AWARDS	VFC Banquet	229.50	229.50

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
8714	11/20/2025	ENCHANTED EXPERIENCES	WINTERFEST 2025 / ELSA AND ANNA CHARACTERS	General Operating Supplies	378.53	378.53
8715	11/20/2025	FUNK, JOHN	WINTERFEST 2025 / INFLATABLE RENTAL	Entertainment	125.00	125.00
8716	11/20/2025	GATEWAY ENGINEERS INC.	VALVOLINE CONSTRUCTION / C-35463-C001 THE RIDGE CONSTRUCTION INSPECTION C-35566-CA05 RACHEL CARSON ECOVILLAGE - CONSTRUCTION / C-35332-C004 BLAZIER DR SUBDIVISION PLAN #5, REV TO LOT 8 AND PARCEL A KREBS LOT LINE REVISION / C-35710 ASCENSION TIMBER HARVEST APPLICATION / C-35708-0000 BLAZIER DR SUBDIVISION PLAN #5 - AMENDMENT #5 - LOT 5 & LOT 6 / C-35608-0018 BLAZIER DR SUBDIVISION PLAN #5, AMENDMENT #7, LOT 9 / C-35608-0021 Escrow - 100%	The Ridge - Marwah McCandless Square Phase III Valvoline Rachel Carson Eco-Village McCandless Square Phase III Townhome Subdivisions Ascension Timber Harvest Krebs Lot Line Revision	180.00 31.50 270.50 1418.25 555.25 226.50 562.25	3,244.25
8717	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - DEC'25	Police Officer Health Insurance	1,537.42	1,537.42
8718	11/20/2025	JACKS AUTO PARTS	SHOP SUPPLIES / #3425 SHOP SUPPLY	Other Operating Supplies Machinery Parts	56.61 55.60	112.21
8719	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - DEC'25	Police Officer Health Insurance	873.29	873.29
8720	11/20/2025	Lucas, Deborah A	REIMBURSEMENT - XMAS DECORATIONS FOR LOBBY	General Office Supplies	77.04	77.04
8721	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - DEC'25	Police Officer Health Insurance	750.52	750.52
8723	11/20/2025	MARKL SUPPLY COMPANY	AMMUNITION	Public Safety Equipment	553.50	553.50
8724	11/20/2025	MCCANDLESS POLICE OFFICERS ASSOCIATION	POLICE DUES	Union Dues - Police	1,500.00	1,500.00
8725	11/20/2025	MIHM RENTALS & SALES CO., INC.	WINTERFEST 2025 - EQUIPMENT RENTAL	General Operating Supplies	1,831.02	1,831.02
8726	11/20/2025	MOTOROLA SOLUTIONS, INC.	AUDIO ACCESSORIES - MICROPHONE (QTY 15)	Communications Equipment	1,487.25	1,487.25
8727	11/20/2025	NORTH EASTERN UNIFORMS	UNIFORMS - ID PATCHES, PAT JENNINGS UNIFORM - SCHOOL CROSSING GUARD - SHERRY KUHN	Uniform Clothing Uniform Allowance	242.98 137.49	380.47
8728	11/20/2025	OFFICE FURNITURE WAREHOUSE	OFFICE FURNITURE / DESKS JUNE & JEN - OSF LIFT KEYBOARD TRAY	Public Safety Equipment Furniture	4887.50 128.50	5,016.00
8729	11/20/2025	PA TURNPIKE TOLL BY PLATE	NON E-Z PASS CHARGE / #MG-7510J TOLL BY PLATE / K9 PA-MG5841R	Miscellaneous Supplies	10.60	10.60
8730	11/20/2025	PERFECTION SERVICES, INC.	IT SERVICES - DEC'25	Software Contracted IT Services	1320.00 7670.00	8,990.00
8731	11/20/2025	PITTSBURGH PUBLIC SAFETY SUPPLY INC	UNIFORMS / D.MARTIN	Uniform Clothing	145.00	145.00
8732	11/20/2025	PYROTECNICO	WINTERFEST 2025 / BALANCE FIREWORKS	Entertainment	4,017.50	4,017.50
8733	11/20/2025	QUADIENT, INC.	POSTAGE MACHINE	Office Equipment Leasing	326.10	326.10
8734	11/20/2025	SHERRY L. WURZEL	PROFESSIONAL SERVICES	Labor Attorney ZHB Court Reporter ZHB Legal Services	366.00 150.00 96.00	612.00
8735	11/20/2025	SHERWIN WILLIAMS	PAINT / PO# POLICE DEPT.	General Maintenance	29.22	29.22
8736	11/20/2025	SHULTS FORD LINCOLN	SHOP SUPPLIES / #2110	Vehicle Parts	212.96	212.96
8737	11/20/2025	RETIRED POLICE OFFICER	MEDICAL REIMBURSEMENT - DEC'25	Police Officer Health Insurance	56.78	56.78
8738	11/20/2025	STEPHENSON EQUIPMENT INC.	SHOP SUPPLIES	Vehicle Maintenance Parts	1,272.77	1,272.77
8739	11/20/2025	SUNDOWN ENTERTAINMENT PITTSBURGH	WINTERFEST 2025 - DJ	Entertainment	300.00	300.00
8740	11/20/2025	TEAMSTERS LOCAL 636	TEAMSTER DUES - DPW	Union Dues - Public Works	1,944.00	1,944.00
8741	11/20/2025	TRAVELERS CL REMITTANCE CENTER	FIDUCIARY LIABILITY INS POL#105911465 (01.409.351.103 NOV-DEC)	Prepaid Liability Insurance Premiums Fiduciary Liability Insurance - Pensions	7960.00 1592.00	9,552.00
0008722[VOID]	11/20/2025	Mag. Dist. No: 05-2-12	CIVIL COMPLAINT / 130 INWOOD RD. PGH	Enforcement Actions	141.33	-
EFT	11/20/2025	PENN POWER	SCHOOL ZONE	Electricity	32.69	32.69
EFT	11/20/2025	PENN POWER	SCHOOL ZONE	Electricity	32.69	32.69
EFT	11/20/2025	PENN POWER	SCHOOL ZONE	Electricity	32.85	32.85
EFT	11/20/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	68.44	68.44
EFT	11/20/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	72.61	72.61
EFT	11/20/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	75.73	75.73
EFT	11/20/2025	PENN POWER	DEVLIN PARK	Electricity	100.04	100.04

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	11/20/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	120.33	120.33
EFT	11/20/2025	PENN POWER	DEVLIN PARK	Electricity	413.83	413.83
EFT	11/20/2025	PENN POWER	DPW	Electricity	1,088.44	1,088.44
EFT	11/21/2025	ADP, INC		Regular Wages	276.92	276.92
EFT	11/21/2025	ICMA - 457		IRC 457 Contributions Withheld - Non Uniform	137.14	849.64
				IRC 457 Contributions Withheld - Uniform	712.50	
EFT	11/21/2025	ICMA - IRA		Roth IRA Contributions Withheld	1709.33	2,317.02
					607.69	
EFT	11/21/2025	US BANK		Police Pension Withheld	6,007.83	6,007.83
EFT	11/21/2025	ICMA - 457		IRC 457 Contributions Withheld - Non Uniform	1875.11	7,846.82
				IRC 457 Town Match - Non Uniform	750.97	
				IRC 457 Contributions Withheld - Uniform	5220.74	
EFT	11/21/2025	ICMA - 401		Non-Uniformed Pension Withheld	6518.85	13,037.70
				Non-Uniformed Pension Town Match	6518.85	
EFT	11/21/2025	ADP, INC		Regular Wages	102,263.44	102,263.44
EFT	11/21/2025	ADP, INC		Regular Wages	207,193.63	207,193.63
8742	11/25/2025	ABC FIRE EXTINGUISHER CO.	SUPPLIES	General Maintenance	168.48	168.48
8743	11/25/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - DPW	General Maintenance	29.98	313.70
			OFFICE SUPPLIES - FIRE	VFC Banquet	18.49	
			OFFICE SUPPLIES	Office Supplies	104.53	
				Other Operating Supplies	121.98	
				Public Safety Equipment	38.72	
8744	11/25/2025	AMERICAN ROCK SALT COMPANY LLC	ROCK SALT	Rock Salt	39,484.70	39,484.70
8745	11/25/2025	AQUA FILTER FRESH INC.	BOTTLED WATER - DPW	General Maintenance	66.30	66.30
8746	11/25/2025	BON TOOL COMPANY	SUPPLIES	Uniform Equipment	151.06	151.06
8747	11/25/2025	C & W AUTOMOTIVE & MACHINE SHOP	PARTS / #2115	Vehicle Repairs	32.24	32.24
8748	11/25/2025	FAMOUS SUPPLY	SINK / MECHANICS GARAGE	General Maintenance	157.68	157.68
8749	11/25/2025	FISH WINDOW CLEANING	WINDOW CLEANING - TOWN WINDOW CLEANING - DPW	General Maintenance	500.00	500.00
8750	11/25/2025	GRAINGER	PARTS	Vehicle Parts	64.05	64.05
8751	11/25/2025	IACP	IACP MEMBERSHIP - R.HAWK	Membership Dues	220.00	220.00
8752	11/25/2025	JACKS AUTO PARTS	PARTS	Vehicle Parts	33.56	33.56
8753	11/25/2025	MARKL SUPPLY COMPANY	SUPPLIES - N.BARTOSZEWICZ SUPPLIES - S.SHANAHAN	Uniform Clothing	363.95	363.95
8754	11/25/2025	MCCANDLESS TOWNSHIP SANITARY AUTHORITY	VESTAL WALL PARK SEWER - DPW DPW TOWN HALL HERITAGE CENTER	Sewer	1612.07 41.11 171.10	1,824.28

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
8756	11/25/2025	MRM WORKERS' COMP FUND	WORKERS COMPENSATION - INSTALLMENT 3 OF 12 WORKERS COMPENSATION - INSTALLMENT 4 OF 12	Town Manager/Asst Mgr Workers Comp Administrative Staff Workers Comp Department Head Workers Comp Administrative Staff Workers Comp - RET Administrative Staff Workers Comp - Citizen Info Police Officer Workers Comp Volunteer EMT Workers Comp Supervisor Workers Comp Crossing Guard Workers Comp Laborer Workers Comp	19.74 39.48 19.74 39.48 29.28 19.74 763.66 22968.74 19.92 223.16 59.58 19.92 19.74 1161.50 19.92 19.74 59.76 9830.72 1552.18 19.74	36,905.74
8757	11/25/2025	MURSLACK WELDING CO., INC.	DIRT CHUTE	Vehicle Parts	180.00	180.00
8758	11/25/2025	OAK'S AUTO-TRUCK SERVICE LLC	TOWING SERVICE 11/5/25	Vehicle Repairs	645.75	645.75
8759	11/25/2025	OIL SERVICE, INC.	OIL	Vehicle Parts	915.20	915.20
8760	11/25/2025	OSBURN ASSOCIATES, INC.	PARTS / PO#658	Sign Making Supplies	3,948.00	3,948.00
8761	11/25/2025	PENN POWER	REPLACE/RELOCATE FACILITES AT 9955 GRUBBS RD.- #64166380	General Repairs	2,383.85	2,383.85
8762	11/25/2025	PENNSYLVANIA MUNICIPAL LEAGUE	2026 PA MUNICIPAL LEAGUE DUES (01.401.420.101)	PREPAID EXPENDITURES	7,127.52	7,127.52
8763	11/25/2025	POINT SPRING & DRIVESHAFT CO	PARTS / #3181	Vehicle Parts	77.19	77.19
8764	11/25/2025	RICK HARTMAN PLUMBING & HEATING INC.	BACKFLOW PREVENTER TESTED	General Maintenance	150.00	150.00
8765	11/25/2025	S & S PROCESSING, INC.	TRANSFER YARD	Other Operating Supplies	45.00	45.00
8766	11/25/2025	STARR, H. P. LUMBER CO. LLC	ROADS - VESTAL PARK BRIDGE	Roads and Parking Lots	623.99	623.99
8767	11/25/2025	STATE CHEMICAL SOLUTIONS	SANITATION SUPPLIES / FRAGRANCE PAK	Sanitation Supplies	83.70	83.70
8768	11/25/2025	UNIFIRST CORPORATION	UNIFORMS AND MATS	Building Cleaning Services Uniform Cleaning Service	51.80 354.70	406.50
8769	11/25/2025	UNITED AUTO SUPPLY	PARTS / #2115 PARTS / #6133	Vehicle Parts	427.94 318.11	746.05
8770	11/25/2025	WASTE MANAGEMENT	RECYCLE EVENT / HARD TO RECYCLE ITEMS	Hard to Recycle Items	3,729.35	3,729.35
8771	11/25/2025	WEST VIEW WATER AUTHORITY	PINE CREEK ROAD WALL PARK DPW	Water - Town Hall/DPW Water	225.27 69.27	294.54
8772	11/25/2025	MCCANDLESS-FRANKLIN PARK AMBULANCE AUTHORITY	2025 DISPURSEMENT - 4TH QTR	Capital Contribution - MFPAA	27,500.00	27,500.00
8773	11/25/2025	MRM PROPERTY & LIABILITY TRUST	RENEWAL - COMMERCIAL PACKAGE 01.409.351.101	Prepaid Liability Insurance Premiums Property & Liability Insurance	130859.25 43619.75	174,479.00
EFT	11/25/2025	UPMC BENEFIT MANAGEMENT SVCS		Police Officer Health Insurance	80.43	80.43
0008755[VOID]	11/25/2025	MRM PROPERTY & LIABILITY TRUST	RENEWAL - COMMERCIAL PACKAGE 01.409.351.101	Prepaid Liability Insurance Premiums Property & Liability Insurance	112406.38 43619.75	-
EFT	11/25/2025	PENN POWER	SCHOOL ZONE	Electricity	32.69	32.69
EFT	11/25/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	37.03	37.03
EFT	11/25/2025	PENN POWER	MEMORIAL DR MONUMENT	Electricity	37.56	37.56
EFT	11/25/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	64.46	64.46
EFT	11/25/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	75.38	75.38
EFT	11/25/2025	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	78.15	78.15
EFT	11/25/2025	PENN POWER	TOWN HALL	Electricity	2,421.33	2,421.33
EFT	11/28/2025	ADP, INC		Regular Wages	4,335.99	4,335.99
EFT	11/28/2025	ADP, INC		Regular Wages	10,196.76	10,196.76
EFT	11/28/2025	ADP, INC		Software Maintenance	574.24	574.24
TOTAL					\$1,331,143.50	

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
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Town of McCandless Fire Apparatus Account (Fund 01)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

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

Town of McCandless Payroll Checking Account
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Account Description	Account Description	Distribution Amount	Check Amount
	4/29/2025	FNB PAYROLL ACCOUNT CLOSED				
Total Checks						\$0.00

Town of McCandless Transportation District Fund (Fund 15)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

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 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
508	11/06/2025	ALLEGHENY MINERAL CORP.	FUEL SURCHARGE/STONE	Stone	2,154.41	2,154.41
509	11/06/2025	CULVERTS INC.	SPLIT COUPLING	Pipe	108.18	108.18
510	11/06/2025	GLACIAL SAND & GRAVEL CO	GRAVEL	Stone	1,715.63	1,715.63
511	11/13/2025	CULVERTS INC.	SUPPLIES	Pipe	2,850.00	2,850.00
512	11/13/2025	GATEWAY ENGINEERS INC.	RADAR SPEED DEVICE SIGNAGE PERMITTING - PINE CREEK ROAD & MEINERT RD. TOM 2022 ARLE GRANT SIGNAL DESIGN ENGINEERING 2025 ROAD CONSTRUCTION ADMIN & INSPECTION MCCANDLESS GREEN LIGHT-GO (CYCLE 8) CA/CI SERVICES 2026 TOM ROAD PROGRAM Town - 100%	Engineering	3869.00 1143.50	5,012.50
513	11/13/2025	GLACIAL SAND & GRAVEL CO	PEA GRAVEL / GRAVEL	Stone	3,471.86	3,471.86
514	11/13/2025	KILBUCK BUILDERS SUPPLY	TOP SOIL	Landscaping Supplies	60.00	60.00
515	11/13/2025	LOWES HOME CENTERS INC	SUPPLIES	Other Construction Supplies	50.77	50.77
516	11/13/2025	PENNSYLVANIA SLING, LLC	SUPPLIES - DPW	Other Construction Supplies	140.14	140.14

Town of McCandless Assessment Fund (Fund 19)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

Check					Distribution	Check
No	Date	Vendor - Description	Account No	Account Description	Amount	Amount
Total Checks						\$0:00

Town of McCandless State Highway Aid Fund (Fund 35)
Check Listing with Accounting Distribution 11/01/2025-11/30/2025

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 11/01/2025-11/30/2025

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
1478	11/06/2025	KRAKOSKY, MARK S	OCTOBER 2025 RE: TAX REFUND #747618	Prior Real Estate Tax Due To Town	242.53	242.53
1479	11/06/2025	MOORE, JAMES GREGORY	OCTOBER 2025 RE: TAX REFUND #750015	Prior Real Estate Tax Due To Town	330.58	330.58
1480	11/06/2025	PAWLOWSKI, JASON M	OCTOBER 2025 RE: TAX REFUND #747209	Prior Real Estate Tax Due To Town	66.39	66.39
1481	11/06/2025	TOLLAN, RICHARD S & LINDA W	OCTOBER 2025 RE: TAX REFUND #748411	Prior Real Estate Tax Due To Town	50.00	50.00
1482	11/06/2025	WU, WEILI	OCTOBER 2025 RE: TAX REFUND #748406	Prior Real Estate Tax Due To Town	22.05	22.05



Town of McCandless

9955 Grubbs Road, Wexford, PA 15090
Phone: 412-364-0616 Fax: 412-364-5066
Web: www.townofmccandless.org

Date: December 10, 2025
To: Town Council
From: John Bojarski, Public Information Officer
RE: Communications report

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

Town Facebook page: Currently sitting at 6,368 follows. Over the last month, posts on the page reached 57,283 people with 215,549 total views, 1,382 content interactions (i.e., likes, shares and comments) and we received 88 new page follows.

Police Facebook page: Currently sitting at 6,891 follows. Over the last month, posts on the page reached 16,320 people with 55,817 total views, 543 content interactions and we received 15 new followers.

Heritage and Cultural Center Facebook page: Currently sitting at 2,009 follows. Over the last month, posts on the page reached 22,703 people with 53,231 total views, 645 content interactions and we received 28 new followers.

McMail: We sit at 4,141 subscribers. The December edition had a 60.23 percent "open" rate by subscribers and 4.21 percent of the contact list clicked on at least one link in the message. According to iContact's "report card" feature, our current grade is A+ for things such as open rate, click-to-open rate, bounces and the "spam complaints + unsubscribes to open rate" (with a note that the spam complaint rate was a bit higher than usual this month).

YouTube: The Town's channel has 190 subscribers and 48,121 total views. Over the last month, we received 276 views (37.7 total hours viewed).

Instagram: The Town has 1,455 followers (an increase of 9 since the previous report).

LinkedIn: The Town has 483 followers (steady since the previous report).

For some more info on recent happenings, see the following pages.

Popularity Power: Facebook

Exploring our most popular postings of the past month

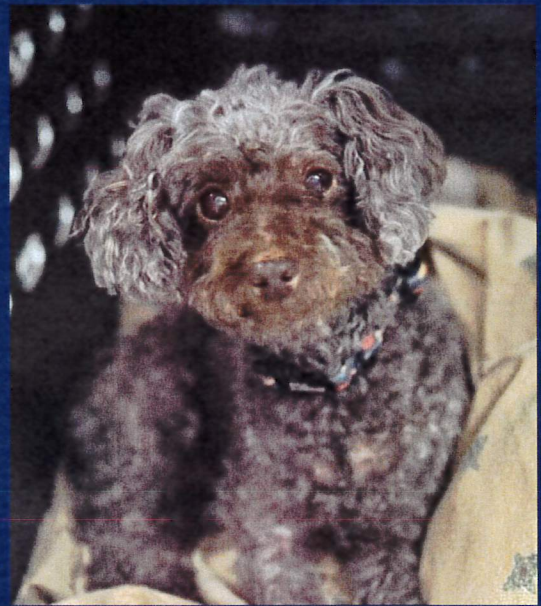


Town of McCandless Facebook page

This November 24 post advertising the holiday lights recycling collection in the Town Hall lobby reached 34,488 people (with 50,409 total views) and had 176 interactions. The bag already has had to be emptied twice, so this definitely was effective advertising.

Police Department Facebook page

This December 1 post noting a lost dog reached 12,144 people (with 20,457 total views) and had 201 interactions. These posts are always popular. In this case, the owner was found quickly, so the numbers aren't quite as "viral" as they sometimes are.

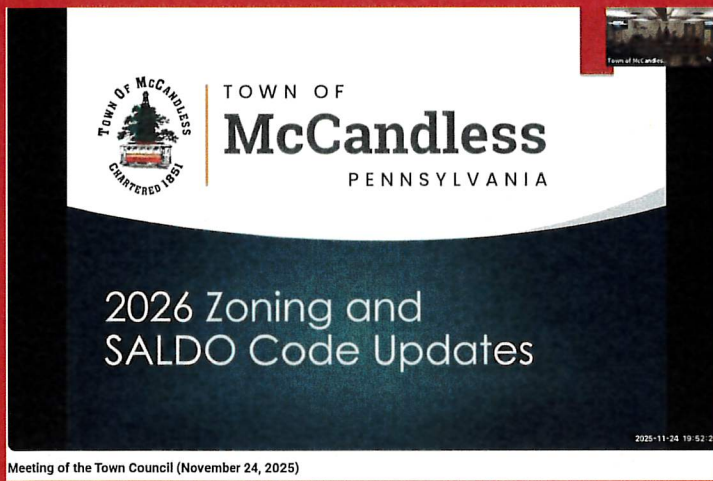


Heritage and Cultural Center Facebook page

This November 25 post showing the former Harmony Line station in Wexford (which also used to be the post office) reached 9,514 people (14,005 total views) and had 117 interactions. The post also served as a teaser for a presentation by the Pennsylvania Trolley Museum to take place at the HCC in 2026.

Popularity Power: Other Socials

Because we ultimately cannot live on Facebook alone



YouTube channel

The most popular video of the month was the November 24 Town Council meeting. The average view duration for viewers was about 7 and a half minutes (meaning the average viewer stuck around for about 9 percent of the meeting).

Instagram

Our December 5 post advertising Winterfest got 1,180 views (with 77 percent of the views coming from followers and the rest from non-followers). Last-minute advertising posts provide a good opportunity to build hype by showing some of the preparations being made for events like this (rather than just graphics or photos from previous events).



LinkedIn

The November 6 post advertising the Leaf Angels program received 233 impressions. LinkedIn often is a decent platform to display new or creative initiatives to a different audience than other social media platforms.



December 2025 Junior Councilman Report

Junior Councilman Puri and Junior Councilman Sperandeo

Introduction

The two Junior Councilmen, Christian Sperandeo and Arjun Puri, present their report for December to the McCandless Town Council.

North Allegheny Report

Air Force Junior ROTC's 3 Position Air Rifle team submitted their mail-in targets for evaluation. If they qualify, they will represent North Allegheny at the Regional Tournament in Anniston, Alabama.

The National Honor Society has logged over 4500 service hours in the school and the community. The organization recently held a successful blood drive that brought in donations from NASH staff and students alike.

North Allegheny Speech and Debate recently competed at the Pine Richland Tournament. The team won overall and placed first in Lincoln Douglas and Public Forum Debate.

The NASH Student Council has begun its winter charity event, and it is a wonderful cause. The Council is working with UPMC Passavant, and students will be writing letters to people that are spending their Holiday Season in the hospital. After collecting these letters, the Student Council will put together gifts and give them to the Hospital.

Perspective on Town Issues from Junior Councilman Sperandeo

The digital billboard project represents a great project that will not only modernize the Town, but also create a sense of community by promoting local events. Similar projects have been successful in Mars and Pine Townships.

Junior Councilman Sperandeo would like to inquire about the communication that goes on between the Town of McCandless and NASD in determining school delays and cancellations. Does the district collaborate with the Town, or is that decision mainly internal?

Perspective on Town Issues from Junior Councilman Puri

First, Councilman Puri would like to acknowledge the wonderful Winterfest event, and say Thank You to everyone who assisted. Unfortunately, Councilman Puri was out of town, but saw the Instagram posts about it.

Additionally, Councilman Puri would like to agree with Councilman Sperandeo on the Digital Billboard, as he believes it would be able to create a sense of unity in the community. Additionally, it would be able to communicate events that deserve attention around them. In the future, if built, it could be used to advertise the wonderful Youth Town Hall led by Councilman Sperandeo and Councilman Puri. Youth pay attention to these modernized forms of technology at a higher rate, and this is a great opportunity to get youth involved!

Finally, adding on to Councilman Sperandeo's inquiry, do neighboring Town Councils and McCandless Town Council communicate regarding salting roads that run through both towns?

Report on Initiatives by Junior Councilman Puri

Along with Councilman Sperandeo, Councilman Puri is ready to hold the Youth Town Hall on January 31. He is ready to get going, and is very excited to give this opportunity to the youth.

Additionally, as he has been out the past month, he wants to apologize for his absence. Councilman Puri was sick in the month of November. With that being said, he hopes to get back to it.

In the election season "off time", Councilman Puri hopes to put out voter statistics in McMail, and relate it to the youth. Along with this, he would like to put out publications in a "Why it matters?" section, to show impact to the youth.

Report on Initiatives by Junior Councilman Sperandeo

Last week's publication of McMail featured a description of the upcoming teen community newsletter: NextGen McCandless. Sperandeo is working with John Bojarski to ensure the December 26th McMail blast includes a sign-up and link to the first issues of NextGen McCandless.

Junior Councilman Sperandeo would like to hold his Youth Town Hall on Saturday, January 31st at midday. He will create a sign up for students and Town Council members to get a concrete list of those who can attend. The more people who attend, the more community involvement and success the event will have.

2026 Executive Board Meeting Schedule

Meetings are held the 3rd Thursday

(All meetings are to convene at the COG Office: 300 Wetzel Rd., Glenshaw, unless otherwise noted)

Meeting Dates:

- Thursday, January 15, 2026, at 7:00 P.M.
- Thursday, March 19, 2026, at 7:00 P.M.
- Thursday, May 21, 2026, at 7:00 P.M.
- Thursday, July 16, 2026, at 7:00 P.M.
- Thursday, September 17, 2026
(COG Annual Dinner: TBD)
- Thursday, October 15, 2026, at 7:00 P.M.
- Thursday, November 19, 2026, at 7:00 P.M.



Director's Report

To: Town Council Members

From: Matt Innes, Planning Director

Date: December 10, 2025

Re: Monthly Director's Report – December 2025

I. PLANNING COMMISSION AGENDA ITEMS

NO MEETING

II. ZONING HEARING BOARD ITEMS

1. APPEAL 2049 – 10401 PERRY HIGHWAY, WEXFORD, PA 15090

- a. Applicant is requesting renewal of an unlisted temporary use to allow for temporary vehicle storage during the Pine Creek flooding season.

2. APPEAL 2050 - 10521 COUNTRY LANE, WEXFORD, PA 15090

- a. Applicant is requesting relief to front and side yard setbacks to allow for construction of a single-family home.

3. APPEAL 2051 – 745 WEST INGOMAR ROAD, PITTSBURGH, PA 15237

- a. Applicant is requesting an appeal of the Zoning Officer's decision in order to allow for construction of an on-premises digital pylon sign.

III. DEPARTMENT UPDATES

1. Department Staff will be attending the Commonwealth Building Officials quarterly meeting to discuss upcoming building code changes and to receive continued education credits.

Town of McCandless
PLANNING COMMISSION

No applications were received for the December 2, 2025 Planning Commission. No meeting will be held.

The next Planning Commission meeting will be held January 6, 2026 at 7:00 PM.

TOWN OF McCANDLESS
ZONING HEARING BOARD AGENDA
Wednesday, December 17, 2025
7:30 PM at McCandless Town Hall

- I.** Call to Order
- II.** Approval of the October 22, 2025, meeting minutes
- III.** APPEAL: **2049**
APPLICANT: Richard Bazy of Shults Ford Inc.
LOCATION: 10401 Perry Hwy, Wexford, PA 15090
PARCEL ID: 1205-H-44, 1205-H-48, 1205-H-76, & 1205-H-98
ZONING DISTRICT: M-U
REQUEST: Applicant is requesting renewal of an unlisted temporary use to allow for temporary vehicle storage during the Pine Creek flooding season.
- IV.** APPEAL: **2050**
APPLICANT: Salem Development, LLC
LOCATION: 10521 Country Lane, Wexford, PA 15090
PARCEL ID: 1206-C-392, 1349-R-324, & 1349-R-325
ZONING DISTRICT: R-VL
REQUEST: Applicant is requesting relief to front and side yard setbacks to allow for construction of a single-family home.
- V.** APPEAL: **2051**
APPLICANT: Eric Friedl
LOCATION: 745 W Ingomar Rd, Pittsburgh, PA 15237
PARCEL ID: 943-R-214
ZONING DISTRICT: M-N
REQUEST: Applicant is requesting an appeal of the Zoning Officer's decision in order to allow for construction of an on-premises digital pylon sign.
- VI.** Adjournment



TO: Town Council

FROM: Abby Lucostic, Director of Parks and Recreation

DATE: December 15, 2025

RE: Monthly Parks & Rec Activity Report – December MTD 2025

- **On going projects:**
 - I schedule posts on Town's social media to drive attendance, engagement and promote events.
 - Brick fundraiser available online on our website for purchase using a credit card and in person with a paper form at Town Hall or at the HCC. Bricks are \$100 and will benefit the McCandless 175 programs in 2026. They will be installed on the walkway up to the HCC.
- **Community Events:**
 - **Winterfest**
 - Was Saturday, December 6th from 3-7pm.
 - Event was a great success with bonfires, smores, food trucks, music, Elsa and Anna, igloo photo booth, Iceberg, Santa and Mrs. Claus, Pittsburgh Zoo animals, Perform! Show Team, inflatables, and train ride.
 - Special thanks to our participating community partners (NHCO, Ohav Shalom Temple, Boy Scouts, Girl Scouts, Allegheny County Park Rangers), McC Police, EAC, DPW, fire, staff and volunteers.
 - Gingerbread house decorating competition was cancelled due to lack of submissions.
 - **Holiday Light Competition**
 - Send photos of your house's holiday display to administration@townofmccandless.org by December 17th. We'll post the photos online on Friday, December 19th and the photos with the most likes by Monday, December 22 will win a trophy.
 - **Leaf and Snow Angel Program**
 - Snow Angel program application now available online.
- **Rec Programs:**
 - Working with AARP for a shredding event in April and underwriting of pickleball programs in summer 2026
 - Working with Special Olympics for a mobile Polar Plunge in February

- Looking ahead to 2026:
 - Pet First Aid, Jan. 15
 - 90s Board Game Night, Jan. 22
 - Learn to Knit with Dana Getz of Knit Hope, Feb. 18 & 25
- **Parks Study:**
 - Worked with Heather Cuyler from Pashek +MTR to finalize the Parks Comprehensive plan to be voted on at the December 15th meeting.
- **Grants:**
 - Will map out 2026 grant applications to support the plan set forth by the Parks Comprehensive Plan.
- **Parks:**
 - Courts at Devlin (basketball, pickleball and tennis) will be open through the winter on days when conditionals are ideal for play
 - All other Town parks are closed until April 1, 2026.
 - Pavilion rentals for 2026 will open online Monday, March 2.
- **McCandless 175**
 - See meeting recap for information on event and program planning.
 - Many of the programs and events are printed in the coming 2026 Town calendar.
 - Next meeting is December 16.
- **HCC:**
 - November lecture by Steel City Improv was the last of 2025. Lecture series will resume in March 2026.
 - November FDPC meeting focused on programming and outreach efforts planned for 2026.
 - HCC will be closed for reorganization in January.
 - Next FDPC meeting is Wednesday, December 17 with a volunteer appreciation dinner to immediately follow.



Memorandum

Memo To: McCandless Town Council
From: John F. Schwend, Town Manager
Date: December 11, 2025
Re: December Manager's Report

Please accept this status report on various projects and activities in the Town and in the Town Manager's office. This report reflects current activities and is by no means all inclusive. Should you have any questions on any topic, please feel free to contact me directly.

Personnel

- Completed interviews for the Assistant Town Manager Position
- Completed Sgt. interview process
- Continuing review of employee handbook
- Mission Square retirement consultations offered for employees
- Modified job descriptions for Receptionist position
- Restructured the Planning and Zoning administrative structure

Finance

- Reviewing Investment Policy Statement for pension investment strategy - ongoing
- Prepare Budget Amendment Ordinance
- Evaluating fund accounting structure - ongoing
- Interviewed three software platforms
- Liquid Fuels Audit Complete

Grants

- Completed applications for five LSA grants
- Completed CDBG application for ADA improvements in Town Hall
- Green Light Go Cycle 8 – contract awarded, easement complete
- Applied for DCED grant for sidewalk connection between Grubbs Road and Kummer Road – in progress.
- Continuing closeout documents for HVAC renovations grant
- Closeout documents prepared for North Meadows sidewalk grant
- Two staff completed the 2025 Community Conservation Partnership Program Statewide Annual Grant Workshop
- ARLE 2022 grant work complete

Buildings and Grounds

- Finalizing keyless entry system, security camera upgrades for Town Hall
- Received quotes for flooring replacement in Town Hall
- Generator and Electrical upgrades contract awarded
- Design of remodel of entrance to administration office – ongoing

Public Works / Infrastructure

- Responded to numerous winter maintenance call outs
- Stop sign evaluation at certain intersections - ongoing
- Pond retrofit work continuing
- Fourth leaf truck in service – leaf collection complete
- Additional week of Waste Management yard waste clean up.

Parks and Rec

- Park's Master Plan ongoing, final presentation on December 15th
- Successful Winterfest event, excellent attendance
- McCandless 175 committee meetings continue
- Evaluating Town signage including Welcome signs

Miscellaneous

- Social media and communications strategies meetings – ongoing
- 2026 calendar completed with a new fresh look
- Junior Council working on youth newsletter with Diane
- Zoning clean up amendment underway
- Drafting street opening ordinance – ongoing
- Drafting noise and contractor work hours ordinance – ongoing
- E-bike ordinance under review
- Additional advertising for hunters on Town property
- Completed application for enhanced deer management through the PA Game Commission
- Reviewing fire department standard operating guidelines and future of fire service delivery - ongoing

OFFICIAL
TOWN OF McCANDLESS
ORDINANCE NO. 1562

AN ORDINANCE OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PA,
AMENDING ORDINANCE NO. 1551 REAPPROPRIATING CERTAIN MONIES FOR
FISCAL YEAR 2025.

BE IT ORDAINED AND ENACTED by the Town Council of the Town of
McCandless, Allegheny County, Pennsylvania as follows:

Section 1. The 2025 General Fund Budget of \$19,792,600, as approved
December 9, 2024, by Ordinance No. 1550, is hereby amended as follows:

SUMMARY OF APPROPRIATIONS				
Fund / Classification	Original Appropriation	Amended Appropriation	Difference	
GENERAL FUND				
410 - Police Protection				
Capital Purchases	\$ 298,800	\$ 344,020	\$	45,220
432 - Snow and Ice Control				
Supplies	\$ 565,750	\$ 652,799	\$	87,049
454 - Parks				
Personal Services	\$ 45,620	\$ 55,244	\$	9,624
Fund 18 - CIP				
406 - Citizen Information				
Engineering Services - North Meadows ADA	\$ 15,000	\$ 31,040	\$	16,040

These increased appropriations have been financed through reduced appropriations in other
areas.

ORDAINED AND ENACTED into law this 15th day of December 2025 to become
effective as required by applicable law.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

Please see separate attachment for
Agenda Items:

**12.b) Settlement Agreement regarding
SA-24-611 and SA-25-52;**

**12. c) Proposed Ordinance 1563-
Reichold Lease Agreement ; and**

**12. d) Proposed Ordinance 1564-
Perrymont Lease Agreement**

OFFICIAL
TOWN OF McCANDLESS
RESOLUTION No. 2025-30

A RESOLUTION ESTABLISHING THE RATE OF PARTICIPANT CONTRIBUTIONS OF THE
TOWN OF McCANDLESS POLICE PENSION PLAN FOR THE PERIOD JANUARY 1, 2026
THROUGH AND INCLUDING DECEMBER 31, 2026.

WHEREAS, the Town of McCandless (the "Town") established a retirement plan for certain of its employees known as the Town of McCandless Police Pension Plan (the "Plan"), which now operates under the provisions of Act 600 pursuant to the opinion of the Department of the Auditor General, and

WHEREAS, the Town reserves the right to reduce or eliminate Participant Contributions below the mandated rate of five percent (5%) of compensation subject to certain conditions on an annual basis, and

WHEREAS, the Town received confirmation from the Plan's Actuary with respect to the Participant Contributions and the actuarial soundness of the plan.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that, effective January 1, 2026 and continuing through and including December 31, 2026, the amount of Participant Contributions due shall be five percent (5%) of compensation. The obligation to pay Participant Contributions pursuant to Act 600 in the amount specified therein shall resume effective as of January 1, 2026.

Motion made by Council member _____ an . seconded by Council member _____ and this resolution is adopted this *15th* day of *December 2025*.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

OFFICIAL
TOWN OF McCANDLESS
RESOLUTION No. 2025-31

A RESOLUTION ESTABLISHING THE AMOUNT WHEN COMPETITIVE BIDDING SHALL NOT BE REQUIRED FOR CONTRACTS FOR LABOR, MATERIAL, SUPPLIES OR SERVICES

WHEREAS, the Home Rule Charter for the Town of McCandless provides that competitive bidding shall not be required for contracts for labor, material, supplies, or services, the annual cost of which shall aggregate less than one-quarter of one percent (1/4%) of the previous year's final budget, as per ARTICLE XIII – CONTRACTS, Section 1301, "Requirements", of the Town of McCandless Home Rule Charter, which states "*...the Manager may execute contracts on behalf of the Town involving sums of not more than one-quarter of one percent (1/4%) of the previous year's final budget of the Town.*"

WHEREAS, the 2025 final budget totals \$19,792,600, and

WHEREAS, one quarter of one percent (1/4%) of the 2025 final budget amounts to \$49,482.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Town Council of the Town of McCandless as follows:

Effective January 1, 2026, and unless and until changed by subsequent resolution of Council, competitive bidding shall not be required by the Town of McCandless for any contracts for labor, material, supplies, or services, the annual cost of which shall aggregate less than \$49,482.

Motion made by Council member _____, seconded by Council member _____, and this resolution is adopted this *15th* day of *December 2025*.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

TOWN OF McCANDLESS
RESOLUTION 2025-32

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

Residential <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.
Commercial <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: Roof replacement / recover (no structural changes to decking) Accessory Structures over 400 sq ft*	\$0.30/sq ft of gross floor area \$0.05/sq ft of roof area Minimum fee of \$450.
Internal Plan Review	\$0.10/sq ft Minimum fee of \$300.
External Plan Review	To be charged at applicable 3 rd 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:	\$75
General structure, 121 – 400 sq ft:	\$150
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:	\$150

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

- d) Certificate of **Occupancy** / Commercial Occupancy – \$100
Residential new construction is exempt from the Certificate of **Occupancy** 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 – \$150
- 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) Minor Grading Permit - \$200.

2) Major Grading Permit - \$500. An escrow in the amount of \$3,000 shall be established for the review of plans and inspection of sitework by the Town's consultants.

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 \$3,000. 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 \$3,000 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 \$3,000 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 \$3,000 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 \$3,000 any time it is reduced to \$500.

f) Rezoning – \$1,000 application fee

An escrow amount of \$3,000 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 \$3,000 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 \$3,000 shall be established at the time of application to pay for reviews by Town consultants. The escrow shall be replenished to \$3,000 any time it is reduced to \$500.

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: \$1,000 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 – \$200

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 – \$40 for guided group tours or offsite outreach activities, \$200 refundable deposit to rent the Center plus \$75/hour, \$30/hour for small (less than 30) group meeting
- b) Pavilion Fees – \$100 fee for McCandless residents for the use of a Town pavilion. \$150 fee for non-resident use of pavilion.

- c) Town Field Fees – \$400 per season; or \$75 per game for night/evening use or \$50 for daylight use for adult league teams. For youth associations, Devlin Field, \$350 utilization fee per season, Wall Park and Vestal Park Ball Fields, \$1,000 utilization fee per season. Soccer Field at Lorrain Rogers, \$1,000 utilization fee per season. Tournament fee; \$50/team outside of permitted association.
- d) Pickleball Courts Reservation - \$10 per hour. Non-Refundable, residents only.
- e) Alcohol Permit Fee - \$20 fee for vendors who wish to sell alcoholic beverages at approved community events in addition to the Exposition Permit from the PA Liquor Control Board

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) Act 134 Criminal History Right of Access Request - \$100
 - 5) Copying onto Electronic Media – Actual cost incurred by Town
 - 6) Facsimile Transmission – Local call (\$1.00 per transmission); Long distance (\$1.50 per page).
 - 7) 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.
 - 8) Postage – Fees for postage shall not exceed the actual cost of mailing.
 - 9) 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.
 - 10) Printing from Electronic Media - \$0.25 per page
 - 11) 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 - \$135 / hour without a patrol unit or \$150/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 15th day of December, 2025, such fees to become effective immediately.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

OFFICIAL
TOWN OF McCANDLESS
RESOLUTION NO. 2025-33

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, TO REPEAL AND REPLACE RESOLUTION 2025-29 TO ADD ADDITIONAL LANGUAGE TO THE PROPOSED ZONING AMENDMENT AND TO FURTHER RESOLVE THAT AT A FUTURE MEETING OF THE TOWN COUNCIL, THE TOWN COUNCIL WILL HOLD A PUBLIC HEARING ON AND THEREAFTER CONSIDER AN AMENDMENT TO THE TOWN ZONING ORDINANCE, TO AMEND ARTICLE 1305, SIGNS, FOR ON-PREMISES SIGNS, OFF-PREMISES SIGNS, TEMPORARY SIGNS, AND DIGITAL DISPLAY SIGN MESSAGE DURATION, AND TO INVOKE THE PENDING ZONING ORDINANCE DOCTRINE.

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 and to implement comprehensive plans 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 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, the Town, on December 8, 2025, by Resolution 2025-29, invoked the pending ordinance doctrine for a proposed ordinance to amend Article 1305, Signs, of the Zoning Ordinance to revise the regulations related to Off-premise Signs; and

WHEREAS, following the public hearing on proposed ordinances 1563 and 1564 regarding the proposed lease of Town Property for the installation of off-premise digital display signs and the public comment received, the Town has added additional regulations to the proposed Zoning ordinance;

WHEREAS, following review, Town Council believes it to be in the best interest of the Town to make certain additional amendments to the Zoning Ordinance to better reflect the needs of Town residents as they relate to off-premises signs and digital displays within the Town; and

WHEREAS, at its regular meeting held on December 15, 2025, Town Council authorized the transmittal of the unnumbered proposed ordinance attached hereto as Exhibit "A" ("Proposed Ordinance") to the Allegheny County Department of Economic Development for review and comment, and to the Town Planning Commission for review and recommendation; and

WHEREAS, the Town Planning Commission will review the Proposed Ordinance at its regular meeting to be held on Tuesday, January 6, 2026; and

WHEREAS, the Town Council desires to amend the Zoning ordinance consistent with the MPC to amend Article 1305, Signs, in accordance with the attached Proposed Ordinance.

NOW THEREFORE, the Town Council of the Town of McCandless resolves as follows:

Section 1. The Town Council resolves that it intends to amend, Part 13, Article 1305, Signs, of the Town Code of Ordinances, Zoning Ordinance, in accordance with the attached Proposed Ordinance, subject to the review of the same by the Town Planning Commission and Allegheny County Department of Economic Development.

Section 2. The Town Council will hold a public hearing on Monday, February 9, 2026, at 7:30 p.m. in Council Chambers of the Town Hall of the Town of McCandless, located at 9955 Grubbs Road, Wexford, PA 15090. The Town Council will not take action on the Proposed Ordinance until at least 45 days have elapsed from the transmission to the Allegheny County Department of Economic Development. The appropriate Town officials are authorized to advertise the required public notice for the public hearing. The Town Council intends the Proposed Ordinance to be pending and in effect as of the date of the publication of the first public notice of the public hearing.

RESOLVED AND ADOPTED this 15th day of December 2025.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

EXHIBIT A
TOWN OF McCANDLESS
ORDINANCE NO. _____

DRAFT

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING ARTICLE 1305, SIGNS, AS AMENDED, OF THE TOWN CODE OF ORDINANCES, TO REVISE THE REGULATIONS FOR ON-PREMISES SIGNS, OFF-PREMISES SIGNS, TEMPORARY SIGNS, AND DIGITAL DISPLAY SIGN MESSAGE DURATION.

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 and to implement comprehensive plans 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 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, following review, Town Council believes it to be in the best interest of the Town to make certain additional amendments to the Zoning Ordinance to better reflect the needs of Town residents as they relate to signs within the Town; and

NOW THEREFORE, BE IT ORDAINED AND ENACTED by the Town Council of the Town of McCandless, following review and recommendation by the Town Planning Commission and a duly advertised public hearing on the same, that:

Section 1. Part 13 of the Town of McCandless Code of Ordinances, Zoning Ordinance, is hereby amended by amending Article 1305, Signs, by inserting the underlined text and removing the stricken text as follows:

1305.100 Applicability

(C) Interpretation.

1. ~~Any ambiguity in this Sign code should be resolved in favor of allowing the display of a proposed Sign.~~

21. Nothing in this Code is intended to prevent the strengthening or restoration to a safe condition of a Nonconforming Sign for purposes of the public health and safety.

1305.110 Signs Exempt from Permit Requirements

The Signs in this section do not require a Sign Permit, are not counted against the maximum Sign allotment for a particular property, and are not subject to other restrictions in the Sign code, except the Prohibited Sign section of § 1305.120. These exempted Signs are:

(C) All Temporary Signs, subject to the following:

1. A Temporary Sign may not be posted for more than 90 days.
2. The Sign and Sign Structure must be kept in good repair throughout the duration of the temporary period the Sign is posted.
3. All Temporary Signs must be nonilluminated.
4. Number permitted:
 - a. One Temporary Sign is permitted per Lot with one Street Frontage.
 - b. Two Temporary Signs are permitted per Lot with two or more Street Frontages, provided that each Sign faces a separate Street.
5. In Residential Zoning Districts. A Sign must comply with the regulations of Article 907.
 - a. The maximum Sign Area for a Temporary Sign is 20 square feet.
6. In Nonresidential Zoning Districts and the Civic District.
 - a. The maximum Sign Area for a Temporary Sign is 32 square feet.
 - b. An A-Frame Sign must not exceed six square feet for each Sign Face.
 - c. An A-Frame Sign may only be displayed during the establishment's hours of operation.
7. Temporary Signs are not permitted in the Right-of-Way. This prohibition includes Signs on utility poles, traffic medians, and in roads and sidewalks.

(G) Temporary real estate construction and development signs.

1. Real estate, construction and development signs shall be considered temporary signs which shall be removed within 30 days of the completion of sales or construction.

1305.130 General Sign Requirements

(C) Sign Materials and Construction.

1. A Sign must be constructed of durable materials, using noncorrosive fastenings.
2. A Sign must be structurally safe and erected or installed in strict accordance with the ~~PCG~~ UCC.
3. A Sign must always be maintained in safe condition and good repair with all Sign information clearly legible

(E) Illumination.

8. Digital Display Signs are subject to the following regulations in addition to all other requirements established in this Article.
 - a. Sign Type. Digital Display Signs are permitted in the form of Freestanding Signs in accordance with the regulations established under §1305.140 and §1305.150.
 - b. Maximum Number per Property. Where permitted, ~~4~~ one Digital Display Sign is permitted per property.
 - c. Message Display.
 - (1) A Digital Display Sign containing animation, streaming video, or text or images which flash, pulsate, move, or scroll is prohibited.
 - (2) One message or display may be brighter than another, but each message or display must be static in intensity.
 - (3) The content of a Digital Display Sign must transition by changing instantly, with no transition graphics (e.g., no fadeout or fade-in).
 - (4) Message Duration. The minimum length of time each message may be displayed is ~~20~~ 8 seconds.
 - (5) Default Design. The Sign must contain a default design which must freeze the Sign message in one position if a malfunction should occur.

(6) Brightness.

(a) Between sunrise and sunset, a maximum of 2,500 nits is permitted.

(b) Between sunset and sunrise, a maximum of 250 nits is permitted.

d. Conversion of a permitted non-digital Sign to a Digital Display Sign requires the issuance of a Sign Permit.

~~e. The addition of a digital display to a Nonconforming Sign is prohibited.~~

~~f. e.~~ Public Service Announcements. The Owner of a Digital Display Sign must coordinate with the local authorities to display, when appropriate, Emergency information important to the traveling public including Amber Alerts or alerts concerning terrorist attacks or natural disasters. Emergency information messages must remain in the advertising rotation according to the protocols of the agency that issues the information.

1305.140 On-Premises Sign Regulations

(C) In Nonresidential Zoning Districts

	M-N	M-C	M-U	TC	SD
1. Illumination	a. External Illumination is permitted. b. Internal Illumination is permitted, provided the Sign does not face a Residential Zoning District	a. External Illumination is permitted. b. Internal Illumination or Digital Display is permitted provided the Sign does not face a Residential Zoning District			
2. Number Permitted	Inclusive of all Sign types: a. 2 Signs are permitted per Lot fronting on one Street b. 3 Signs are permitted per Lot fronting on two or more Streets c. Up to 1 Sign may be a Freestanding Sign per Lot	a. For Freestanding Signs, which includes Monument Signs, Pole Signs, and Pylon Signs exclusively: (1) 1 Freestanding Sign Structure per Lot with less than 200 feet of Street Frontage (2) 2 Freestanding Sign Structures per Lot with at least 200 feet of Street Frontage (3) A Monument or Pylon Sign Structure may hold multiple Signs b. For all other Sign types, see each Sign type subsection below for number permitted per Lot			
3. Monument Sign					
a. Number Permitted	See Subsection C.2 for total number of Signs permitted per Lot	See Subsection C.2 for total number of Freestanding Signs permitted per Lot			

b. Maximum Area per Sign	32 square feet	64 square feet			
c. Maximum Sign Height	8 feet	12 feet			
d. Setback	All Signs must be set back from the closest Lot Line by a distance equivalent to the Sign Height				
4. Pole Sign					
a. Number Permitted	Not Permitted	See C.2 for total number of Freestanding Signs permitted per Lot	Not Permitted		
b. Maximum Area per Sign	NA-32 square feet	64 square feet	NA	NA	NA
c. Maximum Sign Height	NA-8 feet	35 feet	NA	NA	NA
d. Sign Clearance	NA	9 feet	NA	NA	NA
e. Setback	All Signs must be set back from the closest Lot Line by a distance equivalent to the Sign Height				
5. Pylon Sign					
a. Number Permitted	Not Permitted	See C.2 for total number of Freestanding Signs permitted per Lot	Not Permitted.	See C.2 for total number of Freestanding Signs permitted per Lot	
b. Maximum Area per Sign	NA	64 square feet	NA	64 square feet	
c. Maximum Sign Height	NA	35 feet	NA	35 feet	
d. Sign Clearance	NA	9 feet	NA	9 feet	
e. Setback	All Signs must be set back from the closest Lot Line by a distance equivalent to the Sign Height				
6. Wall Sign					
a. Number Permitted	See C.2 for total number of Signs permitted per Lot. Wall Signs are permitted on up to two Elevations of a Building				
b. Max Area per Lot	1.25 square feet per 1 linear foot of Building Elevation				
c. Max Letter Height	5 feet				
7. Projecting Sign					
a. Number Permitted	See C.2 for total number of Signs permitted per Lot	1 Sign per 100 linear feet of Building Elevation			
b. Max. Area per Sign	8 square feet	12 square feet			
c. Sign Clearance	9 feet minimum				
d. Sign Projection	3.5 feet maximum	5 feet maximum			
8. Awning or Marquee Sign					
a. Number Permitted	See C.2 for total number of Signs permitted per Lot.	1 Sign per 50 linear feet of Building Elevation			
b. Maximum Area per Sign	6 square feet	24 square feet			
c. Max. Sign Height	2 feet	3 feet			

d. Sign Clearance	9 feet minimum
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1305.150 Off-Premises Sign Regulations

(A) In Residential Zoning Districts. Off-Premises Signs are prohibited in Residential Zoning Districts.

(B) In Nonresidential Zoning Districts. Off-Premises Digital Display Signs are only permitted on parcels that directly abut McKnight Road (SR 4003), subject to the following requirements:

	M-N	M-C	M-U	TC	SD
1. Number Permitted	1 Sign per Lot				
2. Types permitted	Monument	a. Monument b. Pole as a special exception	Monument		
3. Max. Area per Sign	32 square feet	a. 64 square feet for Monument Signs b. 200 square feet for Pole Signs	64 square feet		
4. Max. Sign Height	8 feet	a. 8 feet for Monument Signs b. 45 feet for Pole Signs	8 feet		
5. Max. Length	NA	60 feet	NA		
6. Sign Separation Spacing	1,000 feet				
7. Illumination	a. External Illumination is permitted. b. Internal Illumination is permitted provided the Sign does not face a Residential Zoning District.	a. External Illumination is permitted. b. Internal Illumination is permitted provided the Sign does not face a Residential Zoning District. c. <u>Digital Display Sign is permitted provided the Sign is not located within 400 feet of a Residential Zoning District.</u>	a. External Illumination is permitted. b. Internal Illumination is permitted provided the Sign does not face a Residential Zoning District.		
8. Sign Clearance	NA	10 feet for Pole Signs	NA	NA	NA
9. Setback	All Signs must be Setback from the Lot Line according to the greater of the zoning district's Setbacks for Principal Structures or a distance equivalent to the Sign Height.				

Section 3. 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 4. All prior ordinances are hereby repealed in whole or in part to the extent inconsistent herewith.

Section 5. This ordinance shall become effective in accordance with law.

ORDAINED AND ENACTED into law this _____ day of _____ 2026.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

OFFICIAL
TOWN OF MCCANDLESS
RESOLUTION 2025-34

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MCCANDLESS,
ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING
A COMPREHENSIVE PARK MASTER PLAN DOCUMENT FOR THE TOWN;
WHICH DOCUMENT PROVIDES FOR THE ACHIEVEMENT OF SPECIFIC
COMMUNITY GOALS AND OBJECTIVES THROUGH THE IMPLEMENTATION
OF SHORT RANGE AND LONG RANGE STRATEGIES; WHICH DOCUMENT
CONTAINS PLANS FOR LAND USE AS WELL AS FACILITIES IMPROVEMENTS.**

WHEREAS, Town Council has directed the formation of a Comprehensive Park Master Plan Development Committee consisting of citizen members and officials of various Town Boards and Commissions; and

WHEREAS, said Committee conducted public meetings as well as collected and discussed background data of existing conditions as supplied by Town staff and professional consultants; and

WHEREAS, said Committee directed the drafting of a Comprehensive Park Master Plan for submittal to the Town Council of the Town of McCandless;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of McCandless, Allegheny County, Commonwealth of Pennsylvania, hereby adopts the Town of McCandless Comprehensive Recreation, Park and Open Space Plan dated December 15, 2025.

Motion made by Council member _____, seconded by Council member _____, and this resolution is adopted this 15th day of December 2025.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Manager

President

AGREEMENT

THIS AGREEMENT, entered this _____ day of _____ 2025, by and between the TOWN OF MCCANDLESS, a political subdivision created and existing under the laws of the Commonwealth of Pennsylvania, located at 9955 Grubbs Road, Wexford, Allegheny County, Pennsylvania, 15090-9644 (hereinafter "Taxing Authority") and KRATZENBERG & ASSOCIATES, INC. d/b/a KEYSTONE COLLECTIONS GROUP (hereinafter "Collector") located at 546 Wendel Road, Irwin, Westmoreland County, Pennsylvania, 15642.

WHEREAS, the Taxing Authority, by motion or resolution, has officially appointed Collector as the exclusive current and delinquent collector of its business privilege tax,

WHEREAS, the Commonwealth of Pennsylvania authorizes the assessment and collection of business privilege taxes,

WHEREAS, the Taxing Authority further authorizes Collector's special counsel to serve in the capacity of collection enforcement in matters in connection with such tax collection, and authorize Collector and special counsel to appear before any court of law on behalf of the taxing authority for the purpose of tax collection.

NOW, THEREFORE, the parties hereto, intending to be legally bound hereby, mutually promise, covenant and agree as follows:

I. Term

From the effective date of this Agreement and continuing thereafter for a period of three (3) years, Collector shall render tax collection services, for and on behalf of the Taxing Authority for the exclusive collection of all current and delinquent business privilege taxes levied by the Taxing Authority pursuant to applicable Pennsylvania law, statute, ordinance or resolution and all regulations promulgated thereunder. This Agreement shall automatically renew for additional

three (3) year terms unless and until either of the parties hereto shall terminate this Agreement as of any anniversary date by sending to the other party written notice of termination at least ninety (90) days prior to any such anniversary date.

II. Collector's Services and Compensation

Collector shall provide the following tax collection services to the Taxing Authority and, in turn, the Taxing Authority agrees to compensate Collector for such services, as follows:

(A) Collector shall, upon execution of this Agreement, render its current and delinquent collection services to, for and on behalf of the Taxing Authority. Collector's services shall include, but not necessarily be limited to, letters, notices, wage attachments, and the selection and/or recommendation for initiation of criminal or civil proceedings against delinquent taxpayers before the appropriate Magisterial District Judge of the Commonwealth of Pennsylvania or any other court of law in Allegheny County, Pennsylvania, or the Federal court serving said jurisdiction, and providing for legal representation of the Special Counsel in any action involving such delinquencies.

(B) The Collector's compensation herein shall be that below-noted percentage of all current and delinquent taxes collected by Collector, as follows:

Current Business Privilege Tax	2% of amount collected, plus actual postage
Delinquent Business Privilege Tax	6% of amount collected, plus actual postage

(C) Collector agrees to perform the necessary labor and to supply the necessary forms and notices:

- (i) To administer, enforce and collect the business privilege taxes;
- (ii) To collect, administer and receive the applicable taxes, and enforce the applicable provisions of the business privilege tax enactments, the

Pennsylvania Local Tax Enabling Act (the "LTEA"); and

- (iii) To collect and receive the taxes, penalties, interest and costs and to report on a monthly basis the collection detail, specifically including account reference, payment date, receipt number and applicable tax collected.

(D) If the scope of services is to be expanded by request of the Taxing Authority to include additional tasks or services not originally contemplated by this Agreement, Collector reserves the right to negotiate additional reasonable compensation for such services. Any such additional tasks or services and compensation therefor shall be set forth in an addendum to this Agreement signed by the parties.

III. Reasonable Cooperation

(A) Taxing Authority shall provide such tax data, assistance and cooperation as are reasonably required by Collector to obtain all tax records and related data and shall provide such other information and data as may be reasonably required by Collector to fulfill its obligations hereunder.

(B) Collector agrees to make available to any accountant, firm of accountants or auditor appointed by the Taxing Authority, the relevant data records relating to the collection of Taxing Authority's current and delinquent business privilege taxes by Collector and procedures relating to such collection, and agrees to be present and to participate in such audit at Collector's headquarters, provided that such audit shall be performed at a mutually convenient time.

IV. Reimbursable Costs and Payment Remittance

(A) Collector shall advance, for and on behalf of the Taxing Authority, any necessary postage costs, filing fees, service costs and other such costs (reimbursable out-of-pocket costs) if any, necessary and incident to current collections and notification and recovery from delinquent taxpayers.

(B) Collector shall be reimbursed for its out-of-pocket costs from subsequent current or delinquent collections made on behalf of the Taxing Authority.

(C) On or before the 20th of each month, Collector shall provide to Taxing Authority a detail report of current and delinquent taxes collected by Collector for the prior month. Collector shall remit funds at least biweekly via ACH electronic transfer, minus its commission and any reimbursable costs. Monthly reports shall accordingly identify all tax, penalty, and interest collected along with a statement of reimbursable costs and commission withheld.

V. Cross Indemnification

Collector does hereby indemnify Taxing Authority and hold it harmless from any damages, costs, or expenses that directly result from acts or omissions of Collector, its employees, its servants or its agents. Likewise, Taxing Authority does hereby indemnify Collector and hold it harmless from any damages, costs, or expenses that result from any challenge to the validity of any ordinance or resolution of Taxing Authority or which result from any erroneous information provided to Collector, or from acts or omissions of Taxing Authority or its employees, officials or agents, past and present.

VI. Generally Accepted Collection Guidelines

The parties understand and agree that:

(A) Collector and special counsel shall have the obligation to pursue only those tax delinquencies that Collector or special counsel determines are reasonably collectible.

(B) With respect to those tax delinquencies more fully described in paragraph VI (A), Collector and special counsel shall have the obligation to pursue such delinquencies only to such extent as Collector or special counsel determine such pursuit to be economically feasible.

(C) At no additional cost to the Taxing Authority, Collector shall be permitted to

collect and retain directly from each delinquent taxpayer, a handling fee of Three (\$3.00) Dollars for each payment received by Collector from such delinquent taxpayer which represents less than the full amount of taxes due (i.e., partial payments only), and a service fee of Twenty-nine (\$29.00) Dollars for any check returned "Non Sufficient Funds", "Stopped Payment" or "Account Closed".

VII. Notice and Cure

In the event of early termination of this agreement for a material breach, Taxing Authority shall specify the reason for termination and Collector shall have forty-five (45) days from receipt of a written Notice to Cure directed to the General Counsel of Collector in order to remedy the material breach or to take substantial steps to cure the breach to the satisfaction of the Taxing Authority. Said Notice to Cure shall be mailed to:

Attn: General Counsel
Keystone Collections Group
546 Wendel Road
Irwin PA 15642

VIII. Severability

If any covenant or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

IX. Controlling Law

This Agreement shall be deemed to have been made under and shall be governed by the laws of the Commonwealth of Pennsylvania. This Agreement represents the entire agreement between the parties and any modifications of same must be in writing to be valid.

X. Agreement Survival

This Agreement shall inure to the benefit of and be binding upon the respective parties hereto and their respective successors and assigns.

XI. Commencement

This Agreement shall become effective upon date of execution.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

TOWN OF MCCANDLESS

By: _____
Duly Authorized Official

KRATZENBERG & ASSOCIATES, INC.
d/b/a KEYSTONE COLLECTIONS GROUP

By: _____
Corporate Officer

AGREEMENT FOR INDEPENDENT TAX COLLECTION SERVICES

THIS AGREEMENT FOR INDEPENDENT TAX COLLECTION SERVICES (the "Agreement") is made and entered into as of the _____ day of December, 2025, by and between JORDAN TAX SERVICE, INC. ("Jordan"), a corporation, with an address at 102 Rahway Road, McMurray, PA 15317, and the TOWN OF MCCANDLESS (the "Town"), a Pennsylvania Home Rule Charter municipality with an address at 9955 Grubbs Road, Wexford, Pennsylvania 15090.

WITNESSETH:

WHEREAS, the Town assesses and the Town Manager collects certain taxes and levies for the Town's benefit pursuant to applicable law or ordinance; and

WHEREAS, the Town Manager pursuant to Section 702 of the Town Home Rule Charter also collects certain taxes and levies which are for the benefit of the North Allegheny School District (the "School District"); and

WHEREAS, the Town's Council has determined that collection of the aforesaid taxes and levies, for reasons of economy and efficiency, authorize the Town Manager to utilize the services of an independent tax collection service; and

WHEREAS, the Town accordingly wishes to engage Jordan to perform the collection of taxes and levies relative to the Town and School District pursuant to the terms and conditions hereinafter set forth; and

WHEREAS, Jordan is willing to be retained to provide the service to the Town Manager for the collection of taxes and levies relative to the Town and School District pursuant to the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual agreements herein contained, and intending to be legally bound, the parties hereby covenant and agree as follows:

1. Scope of Services. During the term of this Agreement, Jordan shall provide the Town Manager with services for collection of taxes and levies relative to the Town and School District as set forth:

- (a) Prepare and mail statements and bills for the collection of all taxes.
- (b) Receive all of said Taxes, as well as any penalties levied and imposed by the resolutions and/or ordinances of the Town and School District.
- (c) Deposit and post all payments received in separate accounts.
- (d) Submit a written report each month, identifying the total amount of taxes and penalties collected pursuant to this Agreement during the preceding calendar month.
- (e) Provide on a regular basis, concurrent with prior established practices, distribution of funds with reports.
- (f) Maintain accurate records showing the amounts received from each taxpayer and the date any amount is received.
- (g) Maintain and preserve all records required by the resolutions and/or ordinances of the Town.
- (h) Prepare and furnish any forms, papers or notices necessary for the collections of the Taxes or required by the resolutions and/or ordinances respecting the assessment, collection, administration, receipt or enforcement of the taxes.
- (i) Perform all services and furnish all the necessary supervision, equipment, facilities, supplies, materials, forms and notices necessary to performance of its obligations under this Agreement.
- (j) Make available all records for an annual Tax audit by the Town's Auditors.

The foregoing shall be hereinafter referred to as the "Services." The Services may be amended from time to time by the mutual agreement of the Town Manager and Jordan.

2. Compensation. In consideration for the timely rendering of the Services, and the rendition thereof in accordance with the provisions of this Agreement, the Town shall pay Jordan, as specified in Exhibit "B" attached hereto, which is incorporated herein by reference and made a part hereof. A condition precedent to the payment of any compensation due Jordan shall be its submission to the Town of invoices identifying compensation then due and payable, and the Services which have been completed so as to give rise to the payment of said invoice. All invoices shall be subject to the review and approval of the Town both as to the information provided therein and as to the Services which are the subject thereof. All invoices, once so approved, shall be paid within thirty (30) days after receipt by the Town.

3. Expenses. The Town shall reimburse Jordan for those certain expenses incurred by it in connection with its rendition of the Services, as set forth in Exhibit "B". All such expenses, once approved by the Town, shall be paid within thirty (30) days after its receipt of an invoice and verification of the items on the invoice, from Jordan.

4. Termination by the Town. The Town may terminate this Agreement at any time upon written notice to Jordan. In the event of termination pursuant to this Section 4, Jordan shall be compensated for that portion of the Services performed until its receipt of notice of termination, and shall be reimbursed for its expenses incurred in connection therewith, subject to the provisions of Sections 2 and 3, respectively.

5. Default by Jordan. Should Jordan fail to timely or substantially perform any portion of the Services or to otherwise adhere to any of the other provisions of this Agreement, then Jordan shall be in default of this Agreement. In the event of such default, the Town may terminate this Agreement without any obligation to make the payment of compensation and expenses as set forth in Sections 2 and 3 above, suspend its performance hereunder, and/or otherwise pursue any and all recourses available at law or in equity, in order that the Town may obtain full and complete redress, relief and recompense, including but not limited to:

- (a) specific performance of this Agreement;
- (b) suit for damages including, but not limited to, actual, direct, indirect, proximate, compensatory, incidental, consequential and if warranted, punitive damages; and/or
- (c) preliminary, temporary and/or permanent injunctive relief.

6. Standard of Care. In performing the Services hereunder, Jordan shall be required to exercise such skill, judgment and care, and shall be deemed to have such knowledge and expertise as is consistent with an experienced tax collector for an upscale suburban community and school district contiguous to a major metropolitan area in the eastern United States. The skill, judgment, care, knowledge and expertise set forth in this Section shall be deemed to include (but not limited to) that which is referenced in Sections 11 and 13 hereof.

7. Time of the Essence. In performing the Services hereunder, time shall be of the essence as to any and all duties and deadlines for such performance, and in general, Jordan shall perform the Services as promptly as is consistent with the standard of care required of it, as set forth in this Agreement.

8. Representatives. Upon the execution of this Agreement, each party shall notify the other of the representative each has designated to act on their part concerning this Agreement. Such notification shall be in writing and shall specify the limits of the representative's authority.

9. Responsibility of the Town. The Town shall provide Jordan with all information reasonably required of it as may be needed by Jordan in the course of performing the Services.

10. Independent Contractor. Jordan acknowledges that it is an independent contractor engaged in tax collection as set forth above, and is not an employee of the Town. Jordan therefore expressly waives any right to unemployment compensation benefits, life, health or accident insurance, pension rights or other benefits customarily paid by the Town to its employees. Payment of any compensation to Jordan hereunder shall, unless required by law, be without deduction for withholding or FICA. Jordan shall be responsible for payment all of its taxes arising out of this Agreement, and shall obtain any required insurance coverage for its own account. Jordan shall maintain liability insurance coverage (which shall be in a form and in an amount or amounts deemed acceptable to the Town in its reasonable discretion) and statutory workers' compensation and employer's liability insurance and shall provide evidence of same to the Town. Said evidence of insurance shall be in the form of a valid certificate of insurance which shall state: policy number; name of insurance company; policy expiration date; and specific coverage amount(s). The Town shall require it receive thirty (30) days' prior notice of any non-renewal, reduction in coverage limit(s) or cancellation of Jordan's liability insurance coverage and also require that: such insurance coverage is primary with respect to any other valid or collectible insurance which the Town may possess; that any such

other insurance possessed by the Town shall be considered excess insurance only and shall not be required to contribute with this insurance; and that Jordan's general liability insurance policy waives any right of recovery its insurance company may have against the Town or its elected officials, officers and employees.

11. Maintenance of Records. Jordan shall maintain, for the benefit of the Town and School District, all records required to be maintained by it under this Agreement, including records of Services performed under this Agreement; and records of payments of all subject to taxes and levies in accordance with generally accepted accounting practices and available for inspection by Town or its authorized representative at all reasonable times. Such generally accepted accounting practices shall be deemed to include (but not limited to) reasonable duplication or back-up of such records to safeguard same against loss.

12. Ownership of Documents.

(a) All tax and levy statements, payment thereof, technical data, back-up information and other materials produced by or for Jordan in the performance of this Agreement shall be the sole property of Town, and Town is vested with all rights therein.

(b) Should Town ever desire to terminate Jordan, Jordan agrees that Town may reuse the items identified in 12 (a) above.

13. Confidentiality and Non-Disclosure. Jordan recognizes that any and all information acquired by it about the Town or School District pursuant to this Agreement or in connection with the Services is confidential and proprietary and will not be disclosed to any third party whatsoever (whether during the period of this Agreement or thereafter) except as necessary in the ordinary course of the performance of the Services. Jordan shall implement and maintain reasonable policies and procedures (including, but not limited to, appropriate practices and equipment necessary for the maintenance of confidentiality and against non-disclosure of information kept in electronic form) necessary to the protection of such information. Such information shall include, but not be limited to, information acquired from, or about, third parties such as Town's residents or tax payers, including, but not limited to, tax and financial information relating thereto, secret practices, plans, compilations of information, lists and all other information, records, files and data bases owned by Town or School District or to which Jordan has access.

14. Removal of Town Property or Data from Premises. All files, documents, electronic storage media or other material owned by, or in the possession of, Town or School District, to which Jordan has been provided access by virtue of this Agreement, shall be returned to Town upon the termination or completion of this Agreement, and Jordan shall in no event retain copies or duplicates (stored in any manner or medium whatsoever) of any such material.

15. Indemnity. The Town shall defend, indemnify and hold harmless Jordan from any damages, expenses or costs, including legal fees with respect to lawsuits or other legal proceedings which challenge the legality of any Town's resolutions and/or ordinances or which result from the use of erroneous information provided to Jordan by the Town. Jordan shall defend, indemnify and hold harmless the Town and/or School District from any damages, costs or expenses that result from the acts or omissions of any employee, servant or agent of Jordan in providing services on behalf of Jordan pursuant to this Agreement or which result from the Town's exercise of any of its rights pursuant to law or this Agreement.

16. Invalidity of Taxing Ordinances, etc. In the event the resolutions and/or ordinances on which this Agreement is based are declared invalid for any reason following the execution of the Agreement, or if Jordan is instructed to discontinue its collection activities pending resolution of a legal challenge, the Town shall be liable to Jordan for all reasonable expenses it has incurred and for any compensation due under this Agreement.

17. Special Conditions. Notwithstanding and provisions to the contrary herein, it is expressly understood and agreed as follows:

(a) The Town Manager, as tax collector and pursuant to the Home Rule Charter and Administration Code, shall have the sole and exclusive right to approve, and at any time cause Jordan to remove from the Town premises any person under the employment, control, supervision or direction of Jordan;

(b) The Town shall have the sole and exclusive right to approve or disapprove, any person performing any of the Services;

(c) Jordan is, at all times pursuant to this Agreement, the Town's and School District's fiduciary with respect to any monies collected by it pursuant to this Agreement and shall make deposits thereof only as specified, by the Town and only into such accounts as specified by the Town

from time to time.

(d) The Town shall have the right at any time, with or without notice to Jordan and conduct an audit of Jordan's performance of the Services and all books, accounts and other records pertaining thereto, and Jordan shall fully cooperate in the conduct of such audit.

(e) Jordan covenants that it will conduct its activities in accordance with all applicable laws, ordinances, rules and regulations including, but not limited to the Pennsylvania Taxpayer's Bill of Rights (Act 50).

(f) Jordan shall not, for any purpose whatsoever, provide or convey to another person or entity any of the names or addresses of the taxpayers, citizens, or residents received or ascertained pursuant to its performance of duties under this Agreement; such prohibition shall include, but not be limited to, the purpose of solicitation of such taxpayers, citizens, or residents by others for any purpose whatsoever. Jordan also shall not itself utilize such names or addresses for any purposes other than its responsibilities for collection of taxes and levies pursuant to this Agreement.

(g) Jordan shall promptly respond to reasonable requests for information/assistance made to it by residents, taxpayers, landowners, and real estate settlement companies and their agents, regarding those properties which are subject to Jordan's responsibilities pursuant to this Agreement, including lawful, legitimate inquiries regarding the tax status of such properties. Such requests for information (by way of example) may include, but not be limited to, the following:

- * A settlement company requesting the tax paid status of a property.
- * A landowner asking for help in calculating his/her escrow requirement.
- * A landowner asking if his/her mortgage company has paid their tax at discount.
- * A landowner requesting an explanation of "interim" or "additional" tax statements.
- * A landowner who purchased a newly-constructed residence inquiring when he/she will receive a real estate tax statement – i.e., when Allegheny County will assess their property.
- * A landowner asking when Allegheny County's Department of Property Assessment will correct the assessment on his/her property; and/or why they must pay the tax

statement before it is corrected.

- * A landowner requesting help because he/she cannot get through to (or cannot get a particular answer from) Allegheny County's Department of Property Assessment.
- * A landowner/developer requesting assistance due to having received Change Orders from Allegheny County's Department of Property Assessment which add individual lot and blocks with tax assessments for a new development, but with no identification of the development plan or building lot numbers.

18. Third Party Beneficiary. The School District is a third party beneficiary of this Agreement as to the Services and the obligations of Jordan hereunder.

19. Arbitration. The parties to this Agreement agree to submit to arbitration any controversies arising from this Agreement. All arbitration proceeds shall be conducted pursuant to the Uniform Arbitration Act, as last adopted by the Commonwealth of Pennsylvania. The arbitration board shall consist of three (3) arbitrators, each party shall appoint one (1) arbitrator of its choosing, and both parties shall agree upon a third (3rd) neutral arbitrator. If one party refuses to submit a controversy to arbitration, the other party may petition the Court of Common Pleas of Allegheny County, Pennsylvania, to compel arbitration. All arbitration proceedings shall be conducted in Pittsburgh, Pennsylvania. The decision of the arbitration board shall be final and binding upon the parties, and judgment upon the award rendered in such arbitration may be entered in any court having jurisdiction. Except as hereinafter provided, the parties shall each bear their own attorney's fees and shall share equally in the cost of arbitration. However, if Town prevails in all matters, it shall be reimbursed by Jordan for any reasonable costs or expenses incurred in such challenge, including reasonable attorney's fees and costs of arbitration.

20. Successors and Assigns. This Agreement shall be binding on the parties hereto and on their heirs, executors, administrators, successors and assigns; provided, however, neither this Agreement nor any part thereof, nor any compensation and/or expenses due hereunder to Jordan, may be assigned by the Town without the written consent of Jordan, which consent shall not be unreasonably withheld. Jordan may not assign its rights under this agreement without the written consent of the Town, which consent shall not be unreasonably withheld.

21. Notice. For the purposes of this Agreement, notices and all other communications provided for in this Agreement shall be in writing and shall be deemed to have been duly given when delivered either personally, by telegraph, by facsimile transmission (with a confirming copy by mail on the date of transmission), by overnight courier or by certified or registered mail, postage prepaid, return receipt requested, addressed to the respective addressed set forth below:

To Town: John F. Schwend, Manager
Town of McCandless
9955 Grubbs Road
Wexford, PA 15090

To Jordan: William R. Linnert, Jr., President
Jordan Tax Service, Inc.
102 Rahway Road
McMurray, PA 15317

22. Integration, Amendment and Waiver. This Agreement is the entire understanding and contract between the parties hereto, and there are no other representations, understandings or contracts except as provided herein. No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing sign by Jordan and such officer or officers as may be specifically designated by Town to sign on its behalf. No waiver by any party hereto at any time or any breach by any other party hereto of, or compliance with, any condition or provision of this Agreement to be performed by such other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any prior or subsequent time.

23. Governing Law. The validity, interpretation, construction and performance of this Agreement shall be governed by the laws of the United States where applicable and otherwise by the laws of the Commonwealth of Pennsylvania.

24. Headings. The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

25. Validity. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provisions of this Agreement, which shall remain in full force and effect.

26. Counterparts. This Agreement may be executed in one or more counterparts, each of which

shall be deemed to be an original but all of which together will constitute one and the same instrument.

27. Term. This Agreement shall be effective as of January 1, 2026, and shall terminate December 31, 2029, unless sooner terminated as set forth above.

IN WITNESS WHEREOF, this Agreement has been executed as of the date first above written.

ATTEST:

TOWN OF MCCANDLESS

By:

By:

Name: _____

Name: _____

Title:

Title:

ATTEST/WITNESS:

JORDAN TAX SERVICE, INC.

By:

By:

Name: NANCY E. LINNERT _____

Name: WILLIAM R. LINNERT, JR. _____

Title: SECRETARY

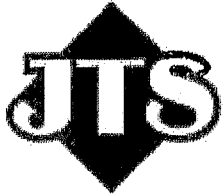
Title: PRESIDENT

EXHIBIT "B"

COMPENSATION

REAL ESTATE TAX BILLING/COLLECTION:

- A. Current Real Estate Taxes - \$2.50 per tax bill for the Town
- B. Current Real Estate Taxes - \$2.50 per tax bill for the School District
- C. Installment Payment Process - \$1.90 per account for the School District
- D. Interim Real Estate Taxes - \$2.50 per tax bill for the Town
- E. Interim Real Estate Taxes - \$2.50 per tax bill for the School District
- F. Charge for A, B & C includes forms, envelopes and postage.
- G. Town to pay cost of Tax Collectors Bond.



Jordan Tax Service, Inc.

102 Rahway Road • McMurray, PA 15317-3349

(412) 835-5243 • Fax (412) 835-5244

(724) 731-2300 • Fax (724) 731-2398

www.jordantax.com

Tax & Record
Services
Municipal
Business
Individual

December 11, 2025

Town of McCandless
John F. Schwend, Town Manager
9955 Grubbs Road
Wexford, pa 15090

RE: Collection of Delinquent Real Estate Taxes

Dear Mr. Schwend:

Enclosed is our proposal for the collection of Delinquent Real Estate Taxes. This proposal is based on a three year contract with the Town of McCandless.

Please note, with the adoption of an Act 20 Ordinance and Resolution, which we will prepare, all of the costs listed for the various Delinquent Collections can be passed on to the taxpayer. Therefore, we will collect the aforementioned for NO COST to the Municipality and the Town of McCandless will receive 100% of its delinquencies.

If the terms are agreeable, we will prepare the proposed Act 20 Ordinance and Resolution for your consideration.

We appreciate your interest in our collection and billing services, and we certainly would welcome the opportunity to handle these most important matters for the Town of McCandless.

Very truly yours,

JORDAN TAX SERVICE, INC.

WILLIAM R. LINNERT, JR.
PRESIDENT

WRLjr/sjl

PROPOSAL

Jordan Tax Service, Inc.
To
Town of McCandless
Page No. 1

(A) Delinquent and Liened Tax Collections

In consideration of a 10% fee calculated on gross collections, we will render the following services:

(1) Issue delinquent tax statements to appropriate taxpayers. Statements issued upon request of interested parties and mass mailings conducted periodically.

(2) Incidental to number (1) conduct necessary record reviews at appropriate County offices.

(3) Record and deposit on a timely basis all monies collected.

(4) Incidental to number (3) satisfy liens recorded in the Department of Court Records of Allegheny County.

(5) Submit on a monthly basis, a detailed collections report accompanied by check in amount of gross collections during the month.

(6) Post all collections and satisfaction entries to the Delinquent Tax Dockets (if available).

(a) With respect to items (1) to (6) inclusive, we absorb all costs.

(b) We advance the costs necessary to satisfy claims of record in the Department of Court Records. We claim reimbursement of such satisfaction fees at the time we bill the Municipality for our commission charges.

(B) Sheriff Sales

We follow all proposed sales affecting the Town of McCandless advertised in the Legal Journal. Title searches are conducted to obtain chain-of-title and legal description. We then furnish the information to the local tax collector to facilitate filing of claim. We search delinquent and liened tax records in our possession and then prepare and file a claim with the Sheriff's Office. Claims submitted by our office as well as those submitted by the local tax collector are followed-up by our personnel to insure that the Sheriff's clerks have not made an error which could cause divestiture of the claim.

Our charge for this service, for each such proceeding, is \$70.00.

PROPOSAL

Jordan Tax Service, Inc.
To
Town of McCandless
Page No. 2

(C) Tax Lien Service

Upon receipt of delinquent tax list submitted by Tax Collector at settlement, a letter is sent to each delinquent taxpayer (if we are collecting the delinquents). This letter serves two purposes: Collections effort and confirmation. Following expiration of approximately 30 days, accounts remaining open are prepared for liening. Appropriate County records are reviewed to determine latest registered owners and the accuracy and adequacy of property descriptions, etc.

Our charge for this service is \$7.00 per tax year filed and \$7.00 per tax year Certified but not filed. The Municipality is to absorb the Department of Court Records filing fees.

(D) Tax Lien Revival Service

To Prepare and file Suggestion and Averments (S&A) for all delinquent Municipal real estate tax liens will be \$30.00 per S&A filed, which fee is recoverable as a cost of collection. Tax liens are valid for twenty years from the date of original filing or previous revival.

(E) Docket Service Fees

Satisfaction entries in Department of Court Records Docket on "No Consideration" receipts \$10.00 per item, ie: (Claims previously paid but not satisfied, satisfactions per court orders and/or resolutions, etc.)

(F) Current "COURT COSTS" Effective January 1, 2025

- (1) Filing Fee - Real Estate Tax Lien (original lien) \$40.00 per item.
- (2) Filing Fee - Suggestion & Averments (Revivals) \$25.00 per item.