



**TOWN OF McCANDLESS
MEETING OF TOWN COUNCIL
AGENDA
DECEMBER 18, 2023**

Executive session to discuss Personnel Matters at 7:00 p.m.

- 1. Call to Order at 7:30 p.m.**
- 2. Pledge of Allegiance led by Town Councilmembers**
- 3. We will work together to better our town. We all have an equal voice. We may disagree, but we will do so with civility and respect. Because in the end, we are all neighbors.**
- 4. Announcements**
 - a) Recognition of outgoing committee, authority and board members**
 - b) Town offices will be closed for the holidays on December 25th and 26th and will reopen on Wednesday, December 27th at 9:00 a.m.**
- 5. Public Comment on Agenda Items Only**
- 6. Motion to approve the following minutes, submitted to each member of Council:**
 - a) Meeting of Town Council Minutes December 11, 2023**
- 7. Reports of Committees:**
 - a) Report of ADMINISTRATION AND FINANCE COMMITTEE (Casey)**
 - i) Staff Reports**
 - (1) Review and Motion to [approve/deny] Check Listing No. 11 dated November 1, 2023, to November 30, 2023, totaling \$1,311,147.79 as submitted to each member of Council and posted on the bulletin board and Town website.**
 - (2) Review the November 2023 Financial Summary and Dashboard Report**
 - (3) Communications Report**
 - (4) Junior Councilmembers' Report**
 - ii) Liaison Reports**
 - (1) McCandless Industrial Development Authority – Kathleen Roppa
NO MEETING**
 - (2) North Hills Council of Governments – Michael J. Tarle**

NO MEETING**(3) Public Comment on Administration and Finance Committee Items****b) Report of PLANNING AND ZONING COMMITTEE (Eisenreich)****i) Staff Reports****(1) Planning Director's Reports****ii) Liaison Reports****(1) Planning Commission – Jason Singer****(2) Zoning Hearing Board – Trish Cloonan****iii) Public Comments on Planning and Zoning Committee Items****c) Report of RECREATION COMMITTEE (Cloonan)****i) Liaison Reports****(1) Finance Development & Promotional Committee for the Heritage and Cultural Center – Mary Ann Eisenreich****ii) Public Comments on Recreation Committee Items****8. Town Manager's Report****a) Engineer's Report****9. Town Attorney's Report****10. Old Business****11. New Business**

a) Motion to [adopt/reject] tentatively identified Ordinance 1546, amending ordinance nos. 1529 and 1543 reappropriating certain monies for fiscal year 2023.

b) Motion to [adopt/reject] tentatively identified Resolution No. 22 of 2023 establishing the rate of participant contributions of the Town of McCandless Police Pension Plan at 5% for 2024.

c) Motion to [adopt/reject] tentatively identified Resolution No. 23 of 2023 establishing the amount when competitive bidding shall not be required for contracts for labor, material, supplies or services.

d) Motion to [adopt/reject] tentatively identified Resolution No. 24 of 2023 setting dates of various meetings of the Town Council and other Town agencies for the year 2024.

e) Motion to [adopt/reject] tentatively identified Resolution No. 25 of 2023 approving the eligibility of certified members of the volunteer fire companies serving the town to receive an Earned Income Tax credit not to exceed \$500 or a Real Estate Tax Credit not to exceed \$300 for the 2023 tax year per Ordinance 1509 and 1516.

- f) Motion to [adopt/reject] tentatively identified Resolution No. 26 of 2023 establishing a master resolution to govern various Town fees and charges.
- g) Motion to [adopt/reject] Memorandum of Employment with Town Manager.
- h) Discussion and possible motion regarding an update to the personnel handbook.
- i) Motion to appoint _____ to the Personnel Board for a term ending December 31, 2026.
- j) Motion to appoint _____ to the McCandless Franklin Park Ambulance Authority for a term ending December 31, 2027.
- k) Motion to appoint _____ to the McCandless Franklin Park Ambulance authority for a term ending December 31, 2028.
- l) Motion to appoint _____ to the Zoning Hearing Board for a term ending December 31, 2026.
- m) Motion to appoint _____ to the Zoning Hearing Board as an alternate for a term ending December 31, 2024.
- n) Recognition of outgoing Town Council members Mary Ann Eisenreich, Kathleen Roppa, and Mike Tarle

13. Public Non-Agenda Comments

14. Adjournment

Respectfully submitted,



Brian M. O'Malley
Town Manager

OFFICIAL TOWN OF McCANDLESS
RESOLUTION No. 12 OF 2016

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

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

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

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

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

Section 1.

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

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

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

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

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

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

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

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

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

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

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

Town of McCandless All Funds
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

PAGES	FUND NO	FUND DESCRIPTION				Check Amount
6	01	GENERAL FUND CHECKING ACCOUNT (FUND 01)				\$ 726,901.52
1	01	PAYROLL CHECKING ACCOUNT (FUND 01)				\$ 329,919.43
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)				\$ 254,239.02
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)				\$ 87.82
Total Checks						\$ 1,311,147.79

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
EFT	11/08/2023	FNB COMMERCIAL CREDIT CARD	OCTOBER 2023 - PURCHASING	Membership Dues Seminars & Training Local Meetings K-9 Unit Supplies Public Safety Equipment Communications Equipment Membership Dues VFC Banquet Tools Other Operating Supplies Radio Equipment Maintenance Other Operating Supplies	709.00 70.61 314.12 107.27 102.49 1043.87 24.60 204.00 60.00 1402.64 224.69 4754.15 20.00 72.97 103.67	9,214.08
4887	11/09/2023	ABC FIRE EXTINGUISHER CO.	FIRST AID FILL-UP - DPW	Other Operating Supplies	101.59	101.59
0004888[VOID]	11/09/2023	ALLSHOUSE, KYLE	TRAINING REIMBURSEMENT	Seminars & Training	0.00	0.00
4889	11/09/2023	AMAZON CAPITAL SERVICES	OFFICE/SANITATION - TOWN FIRE BANQUET - FM	Office Supplies Sanitation Supplies VFC Banquet	9.70 119.74 98.74	228.18
4890	11/09/2023	AMERICAN TEST CENTER	ANNUAL INSPECTION (#3111)	Other Operating Supplies	450.00	450.00
4891	11/09/2023	BABST, CALLAND, CLEMENTS AND ZOMNIR	LAND USE MATTERS LABOR AND EMPLOYMENT MATTERS RETAINER 10194 WOODBURY DRIVE 282 COURTNEY PROP MAINT TOTH PROPERTY MAINT 100% TOWN	Town Attorney Retainer Town Attorney	1000.00 490.00 210.00 87.50	1,787.50
4892	11/09/2023	BIG DADDY WILDLIFE REMOVAL	DEER AND ANIMAL REMOVAL (23) DEER (1) LIMED DEER (1) ANIMAL	Animal Removal	1,140.00	1,140.00
4893	11/09/2023	CERTIFIED POWER, INC.	HYD PARTS - NEVER REC'D INVOICES	Vehicle Parts	844.34	844.34
4894	11/09/2023	CHADWICK, THE	2023 FIRE BANQUET - BALANCE DUE	VFC Banquet	4,712.40	4,712.40
4895	11/09/2023	CHUCK'S AUTO BODY	2020 FORD CLAIM# 1602365	Insurance Claim Reimbursements Vehicle Maintenance	2259.07 500.00	2,759.07
4896	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	722.56	722.56
4897	11/09/2023	DELTA DENTAL OF PA.	DENTAL - OCTOBER 2023	Town Manager/Asst Mgr Dental Insurance Administrative Staff Dental Insurance Department Head Dental Insurance Administrative Staff Dental - RET Administrative Staff Dental Insurance - Citizen Info Department Head Dental Insurance Administrative Staff Dental Insurance Police Officer Dental Insurance Supervisor Dental Insurance	59.19 59.19 57.39 59.19 116.59 59.19 59.19 1472.63 59.19 116.59 59.19 57.39 59.19 59.19 173.98	2,525.48
4898	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	649.38	649.38
4899	11/09/2023	DUQUESNE LIGHT COMPANY	SCHOOL ZONES/TRAFFIC LIGHTS	Electricity Traffic Signal Electricity	50.36 1205.43	1,255.79
4900	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	1,325.77	1,325.77
4901	11/09/2023	JDP	SOLICITOR BACKGROUND CHECKS	Background Checks	106.00	106.00
4902	11/09/2023	KLINK & CO., INC.	BACKGROUND CHECK - RAHALL	Pre-employment Physicals	62.50	62.50
4903	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	750.52	750.52
4904	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	1,743.81	1,743.81
4905	11/09/2023	MUNICIPAL CODE ENFORCEMENT, LLC	PROFESSIONAL SVCS - INSPECTIONS	PROFESSIONAL SERVICES	12,827.50	12,827.50
4906	11/09/2023	NORTHLAND PUBLIC LIBRARY	QUARTERLY INSTALLMENT	Northland Public Library	166,087.50	166,087.50
4907	11/09/2023	OPTIMUS RISK SERVICES	LOSS CONTROL SERVICES	Consulting Services	795.00	795.00
4908	11/09/2023	OSBURN ASSOCIATES, INC.	POF # 528 - PARTIAL	Sign Making Supplies	14,990.70	14,990.70
4909	11/09/2023	PA TURNPIKE TOLL BY PLATE	TOLL BY PLATE- PA-MG4144J .K9 TRAINING	Miscellaneous Supplies	53.40	53.40
4910	11/09/2023	PITT SPECIALTY SUPPLY, INC.	SANITATION SUPPLIES	Sanitation Supplies	130.99	130.99
4911	11/09/2023	RETIRED POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	56.26	56.26
4912	11/09/2023	STARR, H. P. LUMBER CO. LLC	GENERAL MAINT	General Maintenance	310.00	310.00
4913	11/09/2023	STRASSBURGER MCKENNA GUTNICK & GEFSKY	CODE APPEALS LEGAL SVCS	Enforcement Actions	951.03	951.03

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
4914	11/09/2023	STRATUS BUILDING SOLUTIONS	CREDIT - CLEANING SERVICE CLEANING SERVICE	Building Cleaning Services	2,288.45	2,288.45
4915	11/09/2023	THIRD GENERATION	MONTHLY TELEPHONE CHARGE	Monthly Telephone	1,187.51	1,187.51
4916	11/09/2023	TRANSUNION RISK AND ALTERNATIVE	PERSON SEARCH	Subscriptions	75.00	75.00
4917	11/09/2023	UNITED SITE SERVICES	PORTABLE RESTROOMS - COMMUNITY DAY	General Operating Supplies	1,185.60	1,185.60
4918	11/09/2023	WEST VIEW WATER AUTHORITY	1.0 HYDRANT 6" FIRELINE 556.0 HYDRANTS	Water - Town Hall/DPW Public Hydrant Services	112.14 14909.89	15,022.03
4919	11/09/2023	WISSNER, JEFF	TOOLS - REIMBURSEMENT	Other Operating Supplies	101.56	101.56
EFT	11/10/2023	US BANK	Pay period ending 11/05/2023,Police Pension	Police Pension Withheld	5,235.78	5,235.78
EFT	11/10/2023	UNITED STATES TREASURY	Pay period ending 11/05/2023,E Fica,E Ficamed,FWT,Fica,FicaMed	Federal Income Tax Social Security Tax Medicare Tax	26434.21 28448.50 6653.26	61,535.97
EFT	11/10/2023	ICMA - 457	Pay period ending 11/05/2023,Def Comp % Uniform,Def Comp Amt Uniform,DComp Match Non,Def Comp % Non Uniform,Def Comp Amt Non Uniform	IRC 457 Contributions Withheld - Non Uniform IRC 457 Town Match - Non Uniform IRC 457 Contributions Withheld - Uniform	1436.47 697.86 5120.87	7,255.20
EFT	11/10/2023	ICMA - IRA	Pay period ending 11/05/2023,Roth IRA-Uniform,Roth IRA-Non Uniform	Roth IRA Contributions Withheld	813.27 513.46	1,326.73
EFT	11/10/2023	ICMA - 401	Pay period ending 11/05/2023,DC Pension,DC Pension Match,DPW Pension,DPW Pension Match	Non-Uniformed Pension Withheld Non-Uniformed Pension Town Match	5549.91 5549.91	11,099.82
EFT/ 4920	11/10/2023	PA SCDU	Pay period ending 11/05/2023,AL Co Family Division	Family Court	125.82	125.82
EFT	11/10/2023	PA DEPT OF REVENUE	Pay period ending 11/05/2023,SwtPA	State Income Tax	7,021.90	7,021.90
4921	11/16/2023	3 RIVERS FIRE EQUIPMENT	TURNOUT GEAR	Public Safety Equipment	2,893.50	2,893.50
4922	11/16/2023	ABC FIRE EXTINGUISHER CO.	ANNUAL FIRE EXT MAINTENANCE	Other Operating Supplies	1,284.55	1,284.55
4923	11/16/2023	ADP, LLC	UNEMPLOYMENT	Unemployment Comp Management Fees	79.05	79.05
4924	11/16/2023	ALLSHOUSE, KYLE	TRAINING REIMBURSEMENT	Seminars & Training	423.61	423.61
4925	11/16/2023	AMAZON CAPITAL SERVICES	FIRE BANQUET - FM OFFICE SUPPLIES - PD OFFICE SUPPLIES - DPW OFFICE SUPPLIES - PAPER OFFICE SUPPLIES	General Office Supplies VFC Banquet Office Supplies	1230.17 342.59 361.64	1,934.40
4926	11/16/2023	C & W AUTOMOTIVE & MACHINE SHOP	REPAIRS - #2110 REPAIRS - #2126	Vehicle Repairs	62.40	62.40
4927	11/16/2023	CASH	PETTY CASH - POLICE DEPT	Miscellaneous Supplies Parking Expense	80.08 169.00	249.08
4928	11/16/2023	CDW GOVERNMENT, INC	POF #532-TOUGH BOOKS	Computers	10,245.92	10,245.92
4929	11/16/2023	DOCUMENT SOLUTIONS, INC.	MAP PRINTER EQUIP	Computer Supplies	382.10	382.10
4930	11/16/2023	DUQUESNE LIGHT COMPANY	GREYBROOK	Electricity - Street Light	37.94	37.94
4931	11/16/2023	EVEY, JASON	UNIFORM REIMBURSEMENT TRAINING REIMBURSEMENT	Uniform Clothing Seminars & Training	120.00 505.85	625.85
4932	11/16/2023	FARINA, FRANK	COMMUNITY DAY GENERATOR	General Operating Supplies	724.37	724.37
4933	11/16/2023	FENCE BY MAINTENANCE SERVICE, INC.	GUIDE RAIL REPAIRS - BELLCREST	Guiderail Repairs	1,460.00	1,460.00
4934	11/16/2023	Fitzhenry, David John	INSPECTOR CERTIFICATION EXAM	Seminars	290.00	290.00
4935	11/16/2023	GATEWAY ENGINEERS INC.	WEAVER PLAN PINE CREEK - SCHWEIGER SISTERS OF DIVINE FASSINGER FARMS SHULTS FORD EV VALVOLINE MCC TOWNHOUSE PHASE 3 9603 ANDERSON STORMWATER WILLIAMS/HUFNAGEL HILLVUE / CARSON MS WALNUT CT LAND DEV 100% ESCROW	Walnut Court Fassinger Farm Development Sisters of Divine Providence McCandless Square Phase III The Weaver Plan Williams/Hufnagel Subdivision Shults Ford/Lincoln Dealership Land Development Hillvue parking lot expansion - NA Valvoline 9603 Anderson Rd Stormwater Review Schweiger Pine Creek grading review	1954.50 435.50 29.75 671.25 269.75 146.00 1643.00 275.25 593.75 1822.50 1930.67	9,771.92
4936	11/16/2023	GBS	IMAGE BILLINGS AND ENCRYPTION FEE	Document Imaging	313.07	313.07
4937	11/16/2023	GLASSMERE FUEL SERVICE	UNLEADED & DIESEL FUEL	Unleaded Fuel Diesel Fuel	6614.30 5657.85	12,272.15
4938	11/16/2023	GOLDEN PROMOTIONS, LLC	NAT NIGHT OUT - PROMOTIONAL	Public Safety Equipment	774.33	774.33
4939	11/16/2023	GRAINGER	PARTS - MACHINERY TRAFFIC SIGNAL REPAIRS MACHINE PARTS - #3612	Traffic Signal Repairs Machinery Parts	18.83 247.45	266.28
4940	11/16/2023	GROFF TRACTOR & EQUIP	PARTS - MACHINERY - #3181A	Machinery Parts	339.84	339.84
4941	11/16/2023	HILL INTERNATIONAL TRUCKS NA LLC	CREDIT - PARTS - #3119 PARTS - #3119	Vehicle Parts	918.28	918.28
4942	11/16/2023	IBIS EMERGENCY VEHICLES	POF # 510	Vehicle Conversions	11,053.00	11,053.00

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
4943	11/16/2023	JACKS AUTO PARTS	PARTS - #3198 PARTS - SHOP SUPPLIES	Vehicle Parts	383.82	383.82
4944	11/16/2023	KONICA MINOLTA PREMIER FINANCE	BIZHUB 360 LEASE	Office Equipment Leasing	218.71	218.71
4945	11/16/2023	LAUREL GARDENS TIRE SERVICE, INC.	TIRES - #6131 AA	Tires	829.90	829.90
4946	11/16/2023	LINDY PAVING INC.	ASPHALT - SALT SHED ASPHALT - SEMINOLE	Asphalt Supplies	1,574.04	1,574.04
4947	11/16/2023	MARKL SUPPLY COMPANY	UNIFORM - WAITE	Uniform Clothing	17.00	17.00
4948	11/16/2023	MATHESON TRI-GAS INC.	ACETYLENE & HIGH PRESSURE TANKS	Vehicle Parts	330.82	330.82
4949	11/16/2023	MUNICIPAL CODE ENFORCEMENT, LLC	PROFESSIONAL SVCS - INSPECTIONS	PROFESSIONAL SERVICES	15,301.00	15,301.00
4950	11/16/2023	MURRYSVILLE MACHINERY CO. INC.	MACHINE PARTS PO# 536 PO# 536 - FREIGHT	Other Operating Supplies Vehicle Parts Machinery Parts	159.41 2987.33 2406.50	5,553.24
4951	11/16/2023	NORTH EASTERN UNIFORMS	UNIFORMS - DAVIS	Uniform Clothing	239.00	239.00
4952	11/16/2023	O'REILLY AUTO PARTS	SUPPLIES PARTS - #6134 AA TOOLS CREDIT - PARTS - #6134 AA PARTS	Vehicle Parts Other Operating Supplies Vehicle Parts Tools	178.52 53.87 84.58 12.17	329.14
4953	11/16/2023	ODB MUNICIPAL PRODUCTS	PARTS	Vehicle Maintenance Parts Vehicle Parts	1127.88 291.10	1,418.98
4954	11/16/2023	PA ONE CALL SYSTEM INC	PA ONE CALLS	PA One Call Fees	174.64	174.64
4955	11/16/2023	PABCO INDUSTRIES LLC	LEAF BAGS	Leaf Composting	1,021.70	1,021.70
4956	11/16/2023	PCARS	TRAINING OCCUPANT KINEMATICS - EVEY	Seminars & Training	50.00	50.00
4957	11/16/2023	PENN POWER	TRAFFIC SIGNAL	Traffic Signal Electricity	188.46	188.46
4958	11/16/2023	PEOPLES GAS	DPW TOWN HALL HERITAGE CENTER	Natural Gas	462.65 43.95	506.60
4959	11/16/2023	PITT SPECIALTY SUPPLY, INC.	SANTITATION SUPPLIES	Sanitation Supplies	423.80	423.80
4960	11/16/2023	PITTSBURGH POST-GAZETTE	LEGAL ADS - 8807 PEEBLES	8807 Peebles Re-Zoning	55.80	55.80
4961	11/16/2023	QUADIENT, INC.	POSTAGE MACHINE LEASE	Office Equipment Leasing	304.64	304.64
4962	11/16/2023	SHULTS FORD LINCOLN	PARTS - #6135 AA PARTS - #2104 PARTS - #2110 PARTS - #3112 PARTS - #3112 PARTS - #2121	Vehicle Parts	131.98 1911.44	2,043.42
4963	11/16/2023	STEPHENSON EQUIPMENT INC.	PARTS - #3136 & #3137	Machinery Parts	102.60	102.60
4964	11/16/2023	TRANSAXLE-PITTSBURGH	PARTS - #3119	Vehicle Parts	166.58	166.58
4965	11/16/2023	UNIFIRST CORPORATION	UNIFORMS & MATS	Building Cleaning Services Uniform Cleaning Service	103.60 462.32	565.92
4966	11/16/2023	UNITED AUTO SUPPLY	PARTS - #3309 PARTS - SQUAD 2- AA	Vehicle Parts Machinery Parts	107.53 119.87	227.40
4967	11/16/2023	VERIZON	MONTHLY INTERNET	Internet	188.99	188.99
4968	11/16/2023	VERIZON	EQUIPMENT RENTAL	Monthly Telephone Charges	8.81	8.81
4969	11/16/2023	W.B. MASON CO., INC.	OFFICE SUPPLIES - DPW SANITATION SUPPLIES OFFICE SUPPLIES - DPW	Sanitation Supplies Office Supplies Paper Products	38.57 78.91 57.99	175.47
4970	11/16/2023	WEST VIEW WATER AUTHORITY	HERITAGE CENTER DPW TOWN HALL 6" FIRELINE	Water - Town Hall/DPW Water	214.27 11.95	226.22
4971	11/16/2023	WESTERN PA MUNICIPAL MANAGERS	HOLIDAY LUNCHEON - 2 MGRS	Local Meetings	120.00	120.00
4972	11/16/2023	WILLIAMS WESCO INC	FORKLIFT FUEL	Lubricants	73.80	73.80
EFT	11/17/2023	MUNICIPAL BENEFITS SERVICES	Pay period ending 11/05/2023,Employer Medical Police,Health Ins-MEIT Pay period ending 11/19/2023,Employer Medical Police,Health Ins-MEIT Employer Medical,Health Ins-MEIT	Healthcare Healthcare Police	30813.12 57569.58	88,382.70
4973	11/21/2023	CHADWICK, THE	2023 HERITAGE CTR GALA	Advertising	4,650.90	4,650.90
4974	11/21/2023	ELEGANCE IN AWARDS	PLAQUES FOR GALA	Advertising	480.00	480.00
4975	11/21/2023	ENCHANTED EXPERIENCES	WINTERFEST - ANNA & ELSA	General Operating Supplies	250.00	250.00
4976	11/21/2023	PCARS	TRAINING OCCUPANT KINEMATICS - ALLSHOUSE	Seminars & Training	50.00	50.00

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
4977	11/21/2023	PELUSO, RICHARD	DJ - HERITAGE CTR GALA	Advertising	700.00	700.00
4978	11/21/2023	PENN POWER	TRAFFIC SIGNAL HERITAGE CENTER SCHOOL ZONE TRAFFIC SIGNAL	Electricity Traffic Signal Electricity Electricity	68.08 455.29 139.46	662.83
0004979[VOID]	11/21/2023	TRAFFIC CONTROL PRODUCTS	TRAFFIC LIGHT REPAIR	Traffic Signal Repairs	0.00	0.00
4980	11/21/2023	TRAVELERS CL REMITTANCE CENTER	FIDUCIARY INSURANCE - POL# 105911465	Prepaid Liability Insurance Premiums Fiduciary Liability Insurance - Pensions	5448.00 1816.00	7,264.00
4981	11/21/2023	VERIZON CONNECT FLEET USA, LLC	VEHICLE TRACKING	Communications Equipment	474.38	474.38
4982	11/21/2023	VERIZON WIRELESS	MONTHLY WIRELESS	TELEPHONE CHARGES Monthly Telephone Charges Monthly Telephone	253.32 379.98 47.22	680.52
EFT	11/24/2023	ICMA - 401	Pay period ending 11/19/2023,DC Pension,DC Pension Match,DPW Pension,DPW Pension Match	Non-Uniformed Pension Withheld Non-Uniformed Pension Town Match	5606.01 5606.01	11,212.02
EFT	11/24/2023	ICMA - IRA	Pay period ending 11/19/2023,Roth IRA-Uniform,Roth IRA-Non Uniform	Roth IRA Contributions Withheld Roth IRA Contributions Withheld	813.27 513.46	1,326.73
EFT	11/24/2023	US BANK	Pay period ending 11/19/2023,Police Pension	Police Pension Withheld	5,257.71	5,257.71
EFT	11/24/2023	ICMA - 457	Pay period ending 11/19/2023,Def Comp % Uniform,Def Comp Amt Uniform,DComp Match Non,Def Comp % Non Uniform,Def Comp Amt Non Uniform	IRC 457 Contributions Withheld - Non Uniform IRC 457 Town Match - Non Uniform IRC 457 Contributions Withheld - Uniform	1535.45 697.86 5142.17	7,375.48
EFT	11/24/2023	UNITED STATES TREASURY	Pay period ending 11/19/2023,E Fica,E Ficamed,FWT,Fica,FicaMed	Federal Income Tax Social Security Tax Medicare Tax	34324.36 32996.06 7716.80	75,037.22
EFT	11/24/2023	PA DEPT OF REVENUE	Pay period ending 11/19/2023,SwtPA	State Income Tax	8,147.75	8,147.75
EFT	11/24/2023	PA SCDU	Pay period ending 11/19/2023,AL Co Family Division	Family Court	125.82	125.82
4983	11/30/2023	ALLSHOUSE, KYLE	TRAINING REIMBURSEMENT	Seminars & Training	85.08	85.08
4984	11/30/2023	AMAZON CAPITAL SERVICES	TRAFFIC SIGNAL REPAIR OFFICE SUPPLIES - PD UNIFORM EQUIPMENT OTHER SUPPLIES SUPPLIES - PD MISC SUPPLIES - PD OFFICE SUPPLIES - DPW	General Office Supplies Miscellaneous Supplies Office Supplies Uniform Equipment Other Operating Supplies Traffic Signal Repairs	136.49 241.18 251.78 45.16 19.98 70.40	764.99
4985	11/30/2023	AQUA FILTER FRESH INC.	BOTTLED WATER BOTTLED WATER - POLICE	Other Operating Supplies Miscellaneous Supplies	71.25 71.25	142.50
4986	11/30/2023	BEST FEEDS NORTH PARK	LANDSCAPING SUPPLIES	General Operating Supplies	1,149.95	1,149.95
4987	11/30/2023	CAMPBELL DURRANT, P.C.	PROFESSIONAL SERVICES	Labor Attorney	3598.20 684.00	4,282.20
4988	11/30/2023	CARLA O MULLEY	BUSINESS PRIVILEGE TAX PENALTY AND INTEREST REFUND	BPT Refunds	54.58	54.58
4989	11/30/2023	CHADWICK, THE	2023 FIRE BANQUET - BALANCE DUE- FINAL	VFC Banquet	316.80	316.80
4990	11/30/2023	COMCAST	WIFI - VESTAL PARK	Other Operating Supplies	150.05	150.05
4991	11/30/2023	CONSOLIDATED COMMUNICATIONS	MONTHLY FAX SERVICE	Monthly Telephone	95.81	95.81
4992	11/30/2023	D & J ENTERPRISES	WINTER FEST - TRAIN RIDE	General Operating Supplies	1,350.00	1,350.00
4993	11/30/2023	DAN DILLS	DJ - WINTERFEST	Entertainment	350.00	350.00
4994	11/30/2023	POLICE OFFICER	MEDICAL INSURANCE REIMBURSEMENT	Police Officer Health Insurance	24.00	24.00
4995	11/30/2023	EVEY, JASON	UNIFORM REIMBURSEMENT	Uniform Clothing	64.40	64.40
4996	11/30/2023	FALCON ER URGENT CARE	PRE-EMPLOYMENT PHYSICAL - RAHALL	Pre-employment Physicals	195.00	195.00
4997	11/30/2023	FAST ATTACK, LLC	CONSULTING SVC	VFC Audits	3,230.00	3,230.00
4998	11/30/2023	FISH WINDOW CLEANING	WINDOW CLEANING - TOWN HALL WINDOW CLEANING - DPW	Building Cleaning Services	500.00	500.00
4999	11/30/2023	GENERAL CODE, LLC	ORDINANCE CODIFICATION	Ordinance Codification	5,388.00	5,388.00
5000	11/30/2023	GLASSMERE FUEL SERVICE	UNLEADED & DIESEL FUEL	Unleaded Fuel Diesel Fuel	6507.67 9808.64	16,316.31
5001	11/30/2023	HIGHMARK INC.	MEDICAL REIMBURSEMENTS	Police Officer Health Insurance	1,191.72	1,191.72
5002	11/30/2023	KONICA MINOLTA	BIZHUB C550i & BIZHUB C300i LEASES	Office Equipment Leasing	584.05 220.35	804.40
5003	11/30/2023	LAUREL GARDENS TIRE SERVICE, INC.	TIRES - POLICE	Tires	1,112.16	1,112.16

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
5004	11/30/2023	LOWE'S	CREDIT - PARK APP SUPPLIES - LORRAINE PARK APP SUPPLIES - POTTER POND TOOLS OFFICE SUPPLIES SAFETY EQUIPMENT PARK APP SUPPLIES PARK APP SUPPLIES - LORRAINE GENERAL MAINT STREET REPAIRS CREDIT - GENERAL MAINT OFFICE EQUIP	General Maintenance Office Supplies Office Equipment Public Safety Equipment Tools Street Repairs Park Apparatus Maintenance Supplies	196.83 9.48 76.55 96.84 11.38 35.55 1257.25	1,683.88
5005	11/30/2023	Margolin, Eric T	UNIFORM REIMBURSEMENT	Uniform Clothing	88.76	88.76
5006	11/30/2023	MCCANDLESS POLICE OFFICERS ASSOCIATION	Pay period ending 11/19/2023, MPOA Dues	Union Dues - Police	1,300.00	1,300.00
5007	11/30/2023	McCANDLESS TOWNSHIP SANITARY AUTHORITY	WALL PARK HERITAGE CTR	Sewer	34.20 34.20	68.40
5008	11/30/2023	MICHAEL BROTHERS HAULING, INC	GLASS RECYCLING	Hard to Recycle Items	400.00	400.00
5009	11/30/2023	MRM WORKERS' COMP FUND	WORKERS COMP PREMIUM	Town Manager/Asst Mgr Workers Comp Administrative Staff Workers Comp Administrative Staff Workers Comp - RET Administrative Staff Workers Comp - Citizen Info Police Officer Workers Comp Volunteer EMT Workers Comp Department Head Workers Comp Administrative Staff Workers Comp Supervisor Workers Comp Laborer Workers Comp Crossing Guard Workers Comp	11.48 22.96 11.48 34.44 11.48 11.48 398.60 22.96 11559.40 11.85 137.30 11.48 23.70 11.85 11.48 11.85 11.48 35.55 5112.90 568.10 852.15 5.64 568.10	19,457.71
5010	11/30/2023	MSC INDUSTRIAL SUPPLY	TOOLS	Tools	125.98	125.98
5011	11/30/2023	NORTH EASTERN UNIFORMS	UNIFORM - CROSSING - LEO UNIFORMS - GRANT UNIFORMS - JENNINGS UNIFORMS - BASL	Uniform Clothing Uniform Allowance	1700.27 66.95	1,767.22
5012	11/30/2023	O'REILLY AUTO PARTS	PARTS TOOLS SUPPLIES - LUBRICANTS	Lubricants Vehicle Parts Tools	39.98 142.48 101.97	284.43
5013	11/30/2023	ODB MUNICIPAL PRODUCTS	PARTS - STREET SWEEPER	Street Sweeper Parts	283.55	283.55
5014	11/30/2023	PENN POWER	SCHOOL ZONE DEVLIN PARK TRAFFIC SIGNAL	Electricity Traffic Signal Electricity Electricity	31.14 153.52 95.94	280.60
5015	11/30/2023	PENNSYLVANIA SLING, LLC	SAFETY EQUIP	Public Safety Equipment	2,427.82	2,427.82
5016	11/30/2023	PITTSBURGH NORTH REGIONAL CHAMBER	2024 MEMBERSHIP DUES, 01 402 420 101	PREPAID EXPENDITURES	900.00	900.00
5017	11/30/2023	PM COMPUTING, INC.	IT SUPPORT SEPTEMBER 2023 IT SERVICES	Contracted IT Services	3820.00 3935.00	7,755.00

Town of McCandless General Fund (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
5018	11/30/2023	STANDARD INSURANCE COMPANY	NOVEMBER 2023 - LIFE INSURANCE & DISABILITY	STD Gross-Up Premium Paid LTD Gross-Up Premium Paid Town Manager/Asst Mgr Life Insurance Administrative Staff Life Insurance Administrative Staff Life Insurance - RET Administrative Staff Life Insurance - Citizen Info Administrative Staff Life Insurance Police Officer Life Insurance Police Officer LTD Insurance Department Head Life Insurance Supervisor Life Insurance Laborer Life Insurance	2293.49 1206.24 54.18 24.51 -76.11 16.77 14.19 23.22 500.52 1783.98 16.77 24.51 45.15 21.93 11.61 36.12 50.96 118.68 18.06 18.06	6,202.84
5019	11/30/2023	SUNBELT RENTALS	MACHINE RENTAL	Chipper Rental	830.41	830.41
5020	11/30/2023	T.C.R. & ASSOCIATES	OFFICE SUPPLIES - CODE	Office Supplies	93.90	93.90
5021	11/30/2023	TALENT NETWORK, INC.	2023 BANQUET BALANCE	VFC Banquet	1,675.00	1,675.00
5022	11/30/2023	TEAMSTERS LOCAL 636	Pay period ending 11/05/2023,DPW Dues Pay period ending 11/19/2023,DPW Dues	Union Dues - Public Works	1,753.00	1,753.00
5023	11/30/2023	UNIFIRST CORPORATION	UNIFORMS & MATS	Building Cleaning Services Uniform Cleaning Service	25.90 108.21	134.11
5024	11/30/2023	UPS STORE, THE	SHIPPING	Postage	15.47	15.47
5025	11/30/2023	VERIZON	INTERNET	Internet	221.46	221.46
5026	11/30/2023	WEST VIEW WATER AUTHORITY	PINE CREEK RD WALL PARK DPW	Water - Town Hall/DPW Water	179.21 61.90	241.11
Total Checks						726,901.52

Town of McCandless Payroll Checking Account
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
1120-1121	11/10/2023	Town Employee Paychecks	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	3,563.32	3,563.32
EFT	11/10/2023	Town Employee Direct Deposits	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	150,649.85	150,649.85
1122-1123	11/24/2023	Town Employee Paychecks	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	4,411.61	4,411.61
EFT	11/24/2023	Town Employee Direct Deposits	01 201 001 000 00 90 201 001 000 00	Regular Wages Regular Wages	171,294.65	171,294.65
Total Checks						\$329,919.43

Town of McCandless Fire Apparatus Account (Fund 01)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

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

Town of McCandless Transportation District Fund (Fund 15)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

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 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Invoice Description	Account Description	Distribution Amount	Check Amount
269	11/09/2023	BABST, CALLAND, CLEMENTS AND ZOMNIR	STRATFORD COURT CULVERT 100% TOWN	Town Attorney	70.00	70.00
270	11/09/2023	NEW PITTSBURGH COURIER	LEGAL ADS - HVAC BIDS	HVAC Upgrades	1,316.52	1,316.52
271	11/09/2023	PITTSBURGH POST-GAZETTE	LEGAL ADS - HVAC BIDS	HVAC Upgrades	432.45	432.45
272	11/16/2023	PRIME CONTRACTOR SUPPLY CORP	PIPE	Pipe	330.72	330.72
273	11/16/2023	SITE SOLUTIONS	PO# 535 - PARTIAL	Traffic Signal Upgrades	10,679.00	10,679.00
274	11/16/2023	WILSON, GEORGE L. & CO.	CONCRETE	Concrete	75.23	75.23
275	11/21/2023	TOWER ENGINEERING, INC.	TOWN HALL WINDOWS & HVAC	Engineering	17,500.00	17,500.00
276	11/30/2023	BARN LANDSCAPE SUPPLY, THE	HYDRO-SEEDING	Road Construction	380.00	380.00
277	11/30/2023	FERGUSON	LANDSCAPING	Landscaping Supplies	2,503.00	2,503.00
278	11/30/2023	SITE SOLUTIONS	PO# 538 - PARTIAL	Traffic Signal Upgrades	1,323.00	1,323.00
279	11/30/2023	YOUNGBLOOD PAVING INC.	2023 PAVING PROGRAM - FINAL	Road Construction	219,629.10	219,629.10
Total Checks						254,239.02

Town of McCandless Assessment Fund (Fund 19)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

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

Town of McCandless State Highway Aid Fund (Fund 35)
Check Listing with Accounting Distribution 11/01/2023 - 11/30/2023

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 11/01/2023 - 11/30/2023

Check No	Date	Vendor - Description	Account No	Account Description	Distribution Amount	Check Amount
1217	11/16/2023	ARAVENA, SABRINA ALEJANDRA	OCT 2023 RE TAX REFUND #643037	Prior Real Estate Tax Due To Town	0.96	0.96
1218	11/16/2023	BEHLING FAMILY TRUST	OCT 2023 RE TAX REFUND #642251	Prior Real Estate Tax Due To Town	44.24	44.24
1219	11/16/2023	CARPER, RYAN & NOEL	OCT 2023 RE TAX REFUND #642717	Prior Real Estate Tax Due To Town	4.12	4.12
1220	11/16/2023	CHAUSSINAND, JOSHUA & JULIA	OCT 2023 RE TAX REFUND #640356	Prior Real Estate Tax Due To Town	0.96	0.96
1221	11/16/2023	CORNELL, AMBER	OCT 2023 RE TAX REFUND #641170	Prior Real Estate Tax Due To Town	10.40	10.40
1222	11/16/2023	HEBBAR, UMESH K	OCT 2023 RE TAX REFUND #640020	Prior Real Estate Tax Due To Town	1.46	1.46
1223	11/16/2023	HORNBERGER, ERIK & KAORI	OCT 2023 RE TAX REFUND #640694	Prior Real Estate Tax Due To Town	7.50	7.50
1224	11/16/2023	HOUSSEINI, BOUBACAR	OCT 2023 RE TAX REFUND #639389	Prior Real Estate Tax Due To Town	10.68	10.68
1225	11/16/2023	JOHNSON TRUST, JAMES & KAREN	OCT 2023 RE TAX REFUND #640387	Prior Real Estate Tax Due To Town	7.50	7.50
Total Checks						\$87.82



Town of McCandless Financial Dashboard For the 10 Months Ending November 30, 2023

General Fund Revenues 2023	
Budget vs. Actual	
\$ 16,902,065	Budget
\$ 16,613,312	Actual
98.3%	

General Fund Expenditures 2023	
Budget vs. Actual	
\$ 18,389,405	Budget
\$ 14,600,007	Actual
79.4%	

Net Change in General Fund Fund Balance	
Budget vs. Actual	
\$ (1,487,340)	Budget*
\$ 2,013,305	Actual
* Budgeted Capital Improvements Program Fund Transfer	

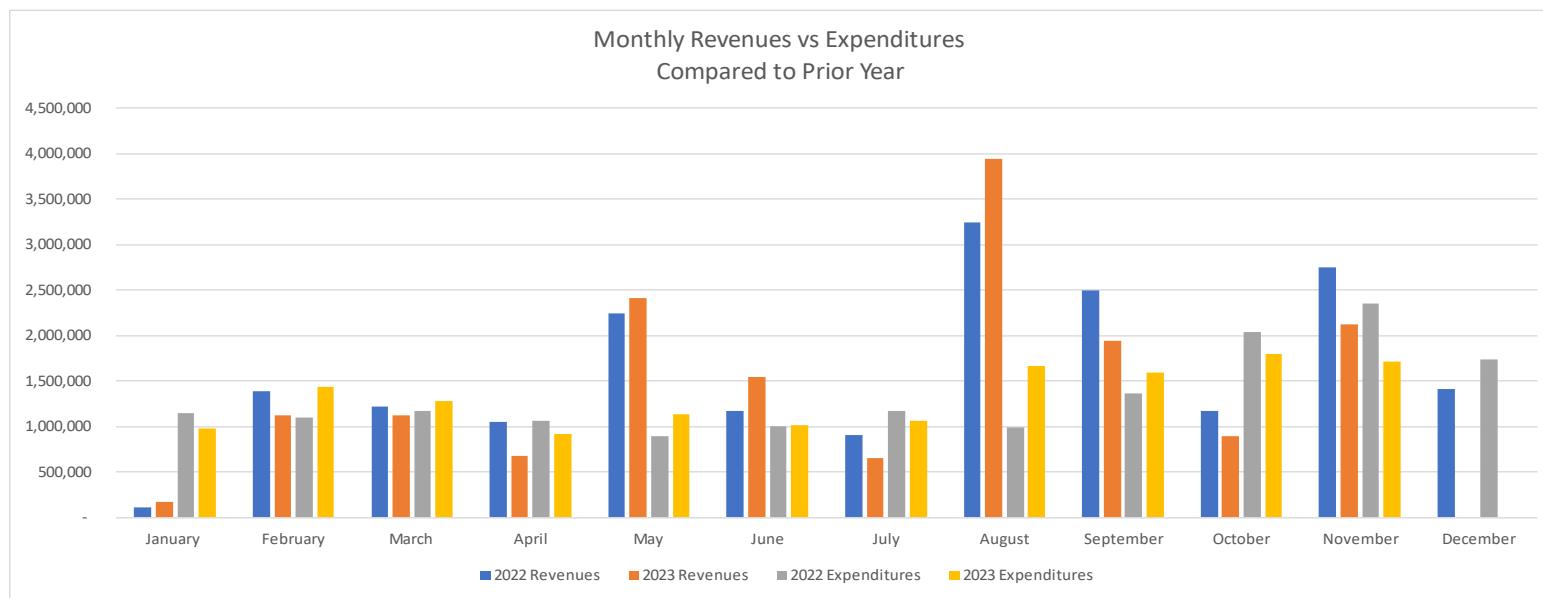
Public Safety Expenditures Vs. Other As Compared to Actual Expenditures	
47%	Public Safety
53%	Other
100%	Total

General Fund Revenues 2022	
Budget vs. Actual	
\$ 17,208,620	Budget
\$ 17,759,871	Actual
103.2%	

General Fund Expenditures 2022	
Budget vs. Actual	
\$ 17,479,900	Budget
\$ 14,307,048	Actual
81.8%	

American Rescue Plan Act Funds Received vs. Used	
\$ 2,955,603	Received^
\$ 2,128,680	Used
72% ^ This is the full disbursement of ARPA funds	

Public Works Expenditures Vs. Other As Compared to Actual Expenditures	
20%	Public Works
80%	Other
100%	Total



Revenues

For the 11 months ended November 30, 2023

	Amended Budget 2022	Actual Year to Date 2022	Actual As % Of Budget 2022	Amended Budget 2023	Actual Year to Date 2023	Actual As % Of Budget 2023
Taxes						
Real Estate Tax	\$ 3,307,000	\$ 3,349,903	101.30%	\$ 3,350,000	\$ 3,430,140	102.39%
Earned Income Tax	6,000,000	5,887,288	98.12%	6,405,250	6,116,764	95.50%
Realty Transfer Tax	1,735,000	2,164,402	124.75%	1,300,000	1,385,905	106.61%
Local Services Tax	700,000	676,027	96.58%	710,000	706,536	99.51%
Business Privilege Tax	1,284,000	1,469,477	114.45%	1,400,000	1,487,329	106.24%
TOTAL Taxes	\$ 13,026,000	\$ 13,547,098	104.00%	\$ 13,165,250	\$ 13,126,674	99.71%
Penalties & Interest on Delinquent Taxes						
Licenses and Permits	\$ 8,500	\$ 35,870	422.00%	\$ 9,500	\$ 24,365	256.47%
Fines	373,325	389,325	104.29%	388,675	342,062	88.01%
Interest and Rents	43,000	28,676	66.69%	35,500	26,009	73.26%
State Funding	31,500	48,289	153.30%	140,000	202,797	144.86%
Local Funding	774,500	854,786	110.37%	889,400	848,148	95.36%
Charges and Fees	800,100	738,880	92.35%	850,675	749,876	88.15%
Assessments	452,020	365,833	80.93%	380,890	320,636	84.18%
Contributions and Donations	7,900	267	3.38%	6,245	1,440	18.22%
Sale of Assets	24,481	201	1.34%	15,000	38,548	57.11%
Fund Transfers	15,000	1,478,530	98.67%	172,000	15,000	347.33%
Refunds of Prior Year Expenditures	1,498,530	247,635	143.97%	195,000	756,775	756,775
TOTAL Revenues	\$ 17,208,620	\$ 17,759,871	103.20%	\$ 16,902,065	\$ 16,613,312	98.29%

Expenditures
For the 11 months ended November 30, 2023

	Amended Budget 2022	Actual Year to Date 2022	Actual As % Of Budget 2022	Amended Budget 2023	Actual Year to Date 2023	Actual As % Of Budget 2023
General Government (400-409)						
Town Council	\$ 94,765	\$ 50,162	52.93%	\$ 143,600	\$ 56,407	39.28%
Town Administration	509,065	346,163	68.00%	626,140	363,775	58.10%
Financial Administration	469,510	334,798	71.31%	529,655	338,496	63.91%
Tax Collection	375,550	305,454	81.34%	411,260	307,353	74.73%
Citizen Information	178,865	133,537	74.66%	160,780	109,288	67.97%
Buildings and Plant	642,900	487,013	75.75%	648,860	426,392	65.71%
TOTAL General Government	\$ 2,270,655	\$ 1,657,128	72.98%	\$ 2,520,295	\$ 1,601,711	63.55%
Public Safety (410-419)						
Police Protection	\$ 6,188,650	\$ 5,154,081	83.28%	\$ 6,382,100	\$ 5,163,021	80.90%
Fire Protection and Prevention	1,424,895	943,406	66.21%	1,226,415	1,067,384	87.03%
Ambulance	107,575	82,241	76.45%	98,150	60,159	61.29%
Code Enforcement	330,350	215,297	65.17%	272,110	299,521	110.07%
Planning and Zoning	336,740	245,851	73.01%	276,220	218,081	78.95%
School Crossing Guards	81,350	56,599	69.57%	82,300	57,854	70.30%
TOTAL Public Safety	\$ 8,469,560	\$ 6,697,475	79.08%	\$ 8,337,295	\$ 6,866,020	82.35%
Public Works (426-446)						
Recycling	\$ 46,850	\$ 25,101	53.58%	\$ 62,550	\$ 33,906	54.21%
Public Works Administration	2,205,585	1,929,284	87.47%	2,188,900	1,781,231	81.38%
Snow and Ice Control	622,815	502,298	80.65%	493,720	231,110	46.81%
Traffic Control Devices	387,540	261,735	67.54%	435,370	298,444	68.55%
Storm Sewers and Drains	71,110	19,539	27.48%	29,000	16,987	58.57%
Repairs of Vehicles and Machinery	543,555	520,073	95.68%	731,655	489,206	66.86%
Maintenance and Repairs of Roads/Bridges	59,200	9,168	15.49%	61,200	12,074	19.73%
Storm Water Mgmt and Flood Control	96,900	98,418	101.57%	114,500	66,653	58.21%
TOTAL Public Works	\$ 4,033,555	\$ 3,366,923	83.47%	\$ 4,116,895	\$ 2,931,666	71.21%
Culture and Recreation (451-457)						
Culture	\$ 18,125	\$ 13,473	74.34%	\$ 29,200	\$ 17,748	60.78%
Parks	102,100	37,690	36.92%	286,535	135,561	47.31%
Library	641,905	641,905	100.00%	664,350	664,350	100.00%
Community Celebrations	77,000	36,635	47.58%	80,000	41,070	51.34%
TOTAL Culture and Recreation	\$ 839,130	\$ 729,704	86.96%	\$ 1,060,085	\$ 858,729	81.01%
TOTAL Refunds	\$ 107,000	\$ 95,818	89.55%	\$ 114,000	\$ 101,046	88.64%
TOTAL Interfund Operating Transfers	\$ 1,760,000	\$ 1,760,000	100.00%	\$ 2,240,835	\$ 2,240,835	100.00%
TOTAL Expenditures	\$ 17,479,900	\$ 14,307,048	81.85%	\$ 18,389,405	\$ 14,600,007	79.39%



Town of McCandless

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

Date: December 13, 2023

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 4,991 follows. Over the last month, posts on the page reached 31,712 people with 8,128 post engagements (i.e., likes, shares and comments) and we received 40 new page follows.

Police Facebook page: Currently sitting at 5,710 follows. Over the last month, posts on the page reached 9,756 people with 2,239 post engagements and we received 36 new followers.

McMail: We sit at 4,047 subscribers. The December edition had a 62.1 percent “open” rate by subscribers and 1.3 percent of the contact list clicked on at least one link in the message.

YouTube: The Town’s channel has 148 subscribers and 37,750 total views. Over the last month, we received 323 views (34.3 total hours viewed).

Instagram: The Town’s Instagram has 1,012 followers (an increase of 9 since last month).

LinkedIn: The Town has 211 followers.

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

Town Facebook stats

Discovery

 Post reach	31,712
 Post engagement	8,128
 New Page Followers	40

Interactions

 Reactions	1,571
 Comments	125
 Shares	93
 Photo views	2,251
 Link clicks	639

Other

 Hide all posts	2
 Unfollows	0

Top Performer



When our Public Works Department isn't picking up leaves or plowing/salting the roads - they are the best...

Published by Instagram  · November 28 at 2:59 PM · 

Post Impressions 

14,693

Post reach 

14,035

Engagement 

739

Police Facebook stats

Discovery

 Post reach	9,756
 Post engagement	2,239
 New Page Followers	36

Interactions

 Reactions	482
 Comments	57
 Shares	79
 Photo views	376
 Link clicks	182

Other

 Hide all posts	0
 Unfollows	0

Top Performer



UPDATE: McKnight Road has reopened There is a crash and investigation taking place on McKnight Road at...

Published by John Bojarski Jr.  · 22h · 

Post Impressions 

4,759

Post reach 

4,704

Engagement 

1,009

December 2023 McMail report

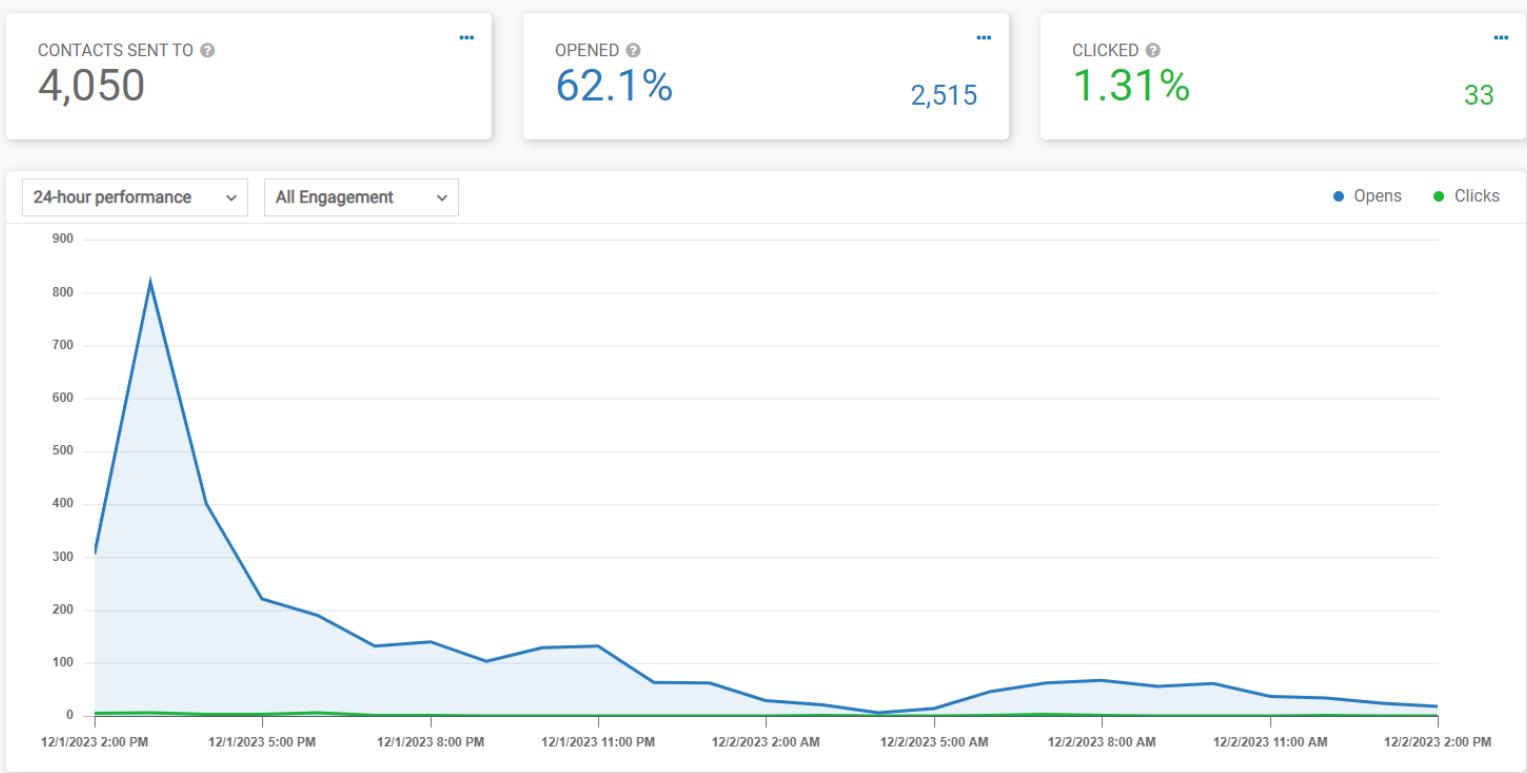
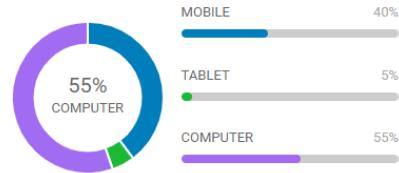
INFO
Subject You've Got McMail™ – December 2023 e-newsletter from the Town of McCandless

Sent December 1, 2023 2:52:30 PM (54 seconds)

TOTALS

Contacts Sent To 4,050
Opened 62.1% 2,515
Clicked 1.31% 33
No Info (36.99%) 1,498
Bounced (0.91%) 37
Unsubscribed (0.05%) 2
Complained (0.02%) 1

DEVICE USAGE



Town YouTube channel statistics

Your channel got 323 views in the last 28 days

Views

323

About the same as usual

Watch time (hours)

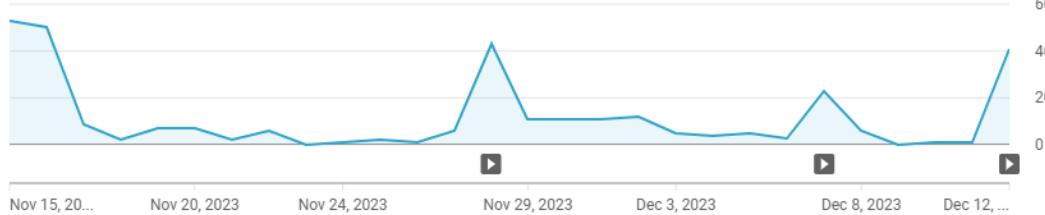
34.3

4.3 more than usual

Subscribers

+2

100% more than previous 28 days



Your top content in this period

		Views
1	Meeting of the Town Council (November 13, 2023) Nov 14, 2023	88
2	Meeting of the Town Council (November 27, 2023) Nov 28, 2023	71
3	Meeting of the Town Council (December 11, 2023) Dec 12, 2023	29
4	Overpopulation of Whitetail Deer in the North Hills Feb 17, 2021	23
5	Planning Commission (November 14, 2023) Nov 15, 2023	19



Staff Report

To: Town Council Members

From: Rachel J. Susko, Planning & Development Director

Date: December 12, 2023

Re: Monthly Planning Report – December 2023

I. Shults Ford Lincoln EV land development (10410-10418 Perry Hwy and 92-94 Einhouse Dr)

Review continued of the plan from the last meeting. Questions remained about the downstream stormwater impacts. The Town Engineer has requested additional information which the developer will need to provide before moving on to Town Council. The developer agreed to a review extension through January 31st and the plan is expected to return again to the Commission next month.

II. Walnut Court Phase 2 land development (property at the end of existing Walnut Ct)

Review continued of the plan from the last meeting. A modified concept was presented which dropped one unit (total of 6) and proposed a private driveway coming off of the end of the cul-de-sac instead of a hammerhead turnaround. Some modification requests would potentially be eliminated, but the Commission still had concerns as the new townhome lots would not be able to be subdivided on a private road. Although Walnut Court is already a private road, it was built to Town road specifications and is not a driveway.

The group discussed whether allowing this modification for a driveway rather than a fully constructed road was within the spirit of the code. Other configurations for the building were again discussed at this meeting.

The plan was tabled and is expected to return with revisions in January.



Town of McCandless

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

Date: December 18, 2023

To: Town Council

From: Brian O'Malley, Town Manager

Re: Town Manager Report

- **Stormwater/MS4 Related Matters:**

- Below is ongoing status of the projects, on which we continue to work, to improve stormwater management to the watersheds in the Town:
 - Stormwater Retention Pond Inventory
 - Updates to the Town's Detention/Retention Ponds inventory continue.
 - 2022/23 Pollution Reduction Plan (PRP) Adjustment – The Town is working through the implementation of the 2022/23 PRP adjustment.
 - MTSA Longvue Plant Number 1 Stream Restoration – Work is about 90% completed.
 - Wexford Run/Pine Creek Study - The Town will continue to explore grant opportunities to attempt to create a multi-municipal plan in the Wexford Run Watershed.
 - Town Owned Detention Ponds in Wexford Run watershed – Gateway Engineering met with Public Works and will provide some specifications for Public Works to complete this work in-house.
 - Vestal Park Phase 1 Stream Restoration – Received approval from PA Fish and Boat Commission and submitted plans to Allegheny County Conservation District. Waiting for review comments from the Army Corps of Engineers.
 - Next PRP Plan(s) – The Town is in a holding pattern with regard to creating the 2023-2026 Pollution Reduction Plan (PRP) that will be submitted to the PA Department of Environmental Protection (DEP) for approval.
 - DEP has yet to set the standards for the next permit cycle.
 - DEP DAM Reports – Waiting for review by DEP.
 - Blazier Drive and Winchester Drive Culvert repairs – Construction continues on the Blazier Drive Culvert Repairs. 1st payment has been authorized.

- **Infrastructure Projects:**

- McCandless Drive Sidewalk – This project has been pushed back due to the Blazier Drive Culvert Repairs and the contracting needing to use this area as a staging location.
- **Park Projects:**
 - Wall Park GEDF Project on Ball Fields – Construction work completed. Payment for 90% of the work has been authorized.
- **Grant Updates:**
 - Green Light Go – The Town was awarded \$1.6 million from the Commonwealth of Pennsylvania and PennDOT for updated traffic signal equipment at six intersections. Working with Gateway and PennDOT to prepare the project documents.
 - Work will be completed in 2024 and 2025.
 - Gaming and Economic Development Grant for Wall Park – See above.
 - Community Infrastructure and Tourism Fund Grant – Waiting for payment from Allegheny County. We have been told it was approved for payment.
 - Multi-Modal Grants –
 - Waiting for determination for application submitted for sidewalk work at N. Meadows Drive.
 - Act 101 Recycling Grant–
 - The Department of Public Works has applied for a grant to cover the cost of a new Leaf Vacuum Vehicle.
 - Local Share Account (LSA) – We were awarded a \$500,000 grant to put towards the cost of the Town Hall HVAC system, windows, and various items related to those projects.
 - HVAC Contract was awarded. Work to begin in December.
 - LSA Grants that have been or will be applied for by November 30th.
 - 3 Police Vehicles
 - 1 Dump Truck with Plow and Spreader
 - 1 Leaf Vacuum Vehicle
 - Cost of a Traffic Impact Fee Study
 - Cost of completing maintenance and/or repairs to 4 Town owned bridges/culverts.
 - Commonwealth Flood Mitigation Program – Repair/maintenance to the stormwater conveyance system under Oakridge Drive. Awaiting determination.
 - ARLE Grant (Traffic Signals) – Gateway has been authorized to move forward with the creation of bid documents.
 - Watershed Restoration and Protection Program
 - Submitted a grant application for the Pine Creek Stream restoration for the Vestal Park Phase 1 Stream Restoration Project on 5/31/2023. Awaiting determination by the state.
 - DCNR Grant (Greenways, Trails, and Recreation Program)

- Submitted a grant application for the Master Park and Trail Feasibility Plan through the Greenways, Trails, and Recreation Program.
 - After speaking with DCNR, we have adjusted the grant to apply for a Master Park Plan and use the trial plans in the Towns' Comprehensive Plan to combine for our Master Park and Trail plan.
 - Awaiting determination.
- **Development/Planning Status Report:**
 - 8500 Thompson Run- Construction work continues.
 - Walnut Court- Construction work continues. A 2nd Phase application has been submitted for one additional building with up to 7 units at the end of Walnut Court and is under review at the Planning Commission.
 - Greystone Plan of Lots- Construction work continues.
 - Sisters of Divine Providence- Closeout Inspections have begun.
 - Fassinger Farms- Construction work continues.
 - Zokaites Properties LP (North Meadows Drive) – Construction work continues.
 - The Ridge – Plan was approved with conditions at 7/24/23 Council Meeting.
 - Starbucks –Renovation work on the building has been completed and a temporary occupancy permit was issued with final occupancy pending completion of the sidewalk.
 - DCI (Dialysis Clinic Inc.) - (Perry Highway) –Building work has been completed. Final site inspections have begun.
 - North Allegheny Intermediate High School – Parking Lot plans approved by Council on 9/25/23.
 - Proposed Valvoline – The plans were approved at the 8/28/23 Council meeting and a pre-construction meeting will be held as soon as building plan review is complete.
 - Code Enforcement
 - The Demolition of 1100 Woodland Road has been authorized after proper notice to the property owner.
- **Police**
 - Arbitration Award – I am pleased to announce that the arbitration award has been received and a fair labor agreement will be finalized through January 2027 with the members of the McCandless Police Officers Association.
- **Parks and Recreation**
 - Winterfest
 - Winterfest was a great success.
 - Thank you to everyone that made it possible across the Public Works, Administration, and Police Departments.
 - Trivia Night
 - The Town will be holding their 2nd Trivia Night on December 19th to

reach out to the business community, provide some winter activities, and benefit the exposure of the Town's Parks and Recreation Department.

- **Human Resources**

- Code Enforcement Officer
 - Mike McLain's first day is scheduled for December 18, 2023.
- School Crossing Guards
 - Jobs are available and we are accepting applications.

- **Police**

- Cameras were added to two intersections in the Town and are fully operational.
 - Phase 2 has been installed.
 - Phase 3 was authorized for installation.

- **Public Works**

- Winter Maintenance
 - The trucks have all been prepped and are ready for the winter. There has been one snow/ice call out this season.

- **Environmental Advisory Committee**

- The EAC (Jeff Petro) and staff are ready to submit the final application to Sustainable Pennsylvania.

- **Technology Committee**

- The Town notified the new IT contractor that they were awarded the contract. Staff are working through the transition.

**OFFICIAL
TOWN OF McCANDLESS
ORDINANCE NO. 23**

AN ORDINANCE OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PA, AMENDING ORDINANCE NOs. 1529 and 1543 REAPPROPRIATING CERTAIN MONIES FOR FISCAL YEAR 2023.

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

Section 1. The 2023 General Fund Budget of \$18,319,405, as approved December 12, 2023 by Ordinance No. 1529 and amended by Ordinance 1543 to \$18,389,405 as approved on October 9, 2023, is hereby amended as follows:

SUMMARY OF REVENUES

Fund/Classification	Orginal Appropriation	Amended Appropriation	Difference
GENERAL FUND			
TRANSFERS IN FROM OTHER FUNDS			
Street and Water Assessment Fund	\$ -	\$ 30,000	\$ 30,000
STREET and WATER ASSESSMET FUND			
Transfers in from Prior Year Fund Balance	\$ -	\$ 30,000	\$ 30,000

SUMMARY OF APPROPRIATIONS

Fund/Department /Classification	Orginal Appropriation	Amended Appropriation	Difference
GENERAL FUND			
FINANCIAL ADMINISTRATION (402)			
Professional Services	33,260	54,000	\$ (20,740)
POLICE (410)			
Police Officer Regular Overtime	155,100	195,000	\$ (39,900)
Police Officer Outside Detail	50,000	83,000	\$ (33,000)
Legal Services	65,000	80,000	(15,000)
Vehicle and Specialized Equipment	99,000	115,000	(16,000)
FIRE PROTECTIONAND PREVENTION (411)			
Foreign Fire Insurance	186,800	207,320	(20,520)
CODE ENFORCEMENT (413)			
Professional Services	-	135,000	(135,000)
Enforcement Actions	1,350	31,350	(30,000)
PUBLIC WORKS ADMINISTRATION (430)			
Legal Services	13,000	27,000	(14,000)
STREET and WATER ASSESSMET FUND			
TRANSFERS OUT TO OTHER FUNDS			
General Fund	-	30,000	(30,000)

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

ORDAINED AND ENACTED into law this 18th day of December 2023, to become effective immediately.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

TOWN OF McCANDLESS
RESOLUTION No. 22 OF
2023

A RESOLUTION ESTABLISHING THE RATE OF PARTICIPANT CONTRIBUTIONS OF THE TOWN OF McCANDLESS POLICE PENSION PLAN FOR THE PERIOD JANUARY 1, 2024 THROUGH AND INCLUDING DECEMBER 31, 2024.

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, 2024 and continuing through and including December 31, 2024, 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, 2024.

Motion made by Council member _____ and . seconded by Council member _____ and this resolution is adopted this **18th** day of **December 2023**.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

TOWN OF McCANDLESS
RESOLUTION No. 23 OF 2023

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 2023 final budget totals \$18,439,925., and

WHEREAS, one quarter of one percent (1/4%) of the 2023 final budget amounts to \$46,100.

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

Effective January 1, 2024, 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 \$46,100.

Motion made by Council member _____, seconded by Council member _____, and this resolution is adopted this **18th** day of **December 2023**.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

OFFICIAL
TOWN OF McCANDLESS
RESOLUTION No. 24 OF 2023

A RESOLUTION SETTING DATES OF VARIOUS MEETINGS OF THE TOWN COUNCIL AND OTHER TOWN AGENCIES FOR THE YEAR 2024.

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

Section 1. For the year 2024, the following schedule of meetings is hereby established:

- a) **Organizational Meeting of Town Council** – January – 1st Tuesday – 8:00 p.m. (in accordance with Town Home Rule Charter)
- b) **Meetings of the Town Council** – 2nd and 4th Monday of each month at 7:30 p.m., with the following exception(s):
May – 2nd and 3rd Monday - 7:30 p.m.
December – 2nd and 3rd Monday – 7:30 p.m.
- c) **Planning Commission** – 1st Tuesday of each month at 7:00 p.m., with the following exception(s):
January – 1st Wednesday at 7:00 p.m.
November – 2nd Tuesday at 7:00 p.m.
- d) **Zoning Hearing Board** – 4th Wednesday of each month at 7:30 p.m., with the following exception(s):
November – 3rd Wednesday at 7:30 p.m.
December – 3rd Wednesday at 7:30 p.m.
- e) **Environmental Advisory Committee** – 2nd Wednesday of each month at 7:30 p.m.
- f) **Financial Development and Promotional Committee** – 3rd Wednesday each month at 4:30 p.m. at the Heritage and Cultural Center

Section 2. Any revision to the above schedule to accommodate holidays or other events which may be unforeseen at this time shall be by subsequent action by Council. Special meetings or emergency meetings may be held in accordance with the provisions of Section 401 (c) and (d) of the Town Charter.

Section 3. All meetings shall be held in the Town Hall, 9955 Grubbs Road unless otherwise noted. All meetings are open to the public.

Motion made by Council member _____, seconded by Council member _____, and this resolution is adopted this **18th** day of **December, 2023**.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President

**TOWN OF MCCANDLESS
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION NO. 25 OF 2023**

A RESOLUTION OF THE TOWN OF MCCANDLESS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE ELIGIBILITY OF CERTIFIED MEMBERS OF THE VOLUNTEER FIRE COMPANIES SERVING THE TOWN AND MUTUAL AID COMMUNITIES TO RECEIVE AN EARNED INCOME TAX CREDIT NOT TO EXCEED \$500 FOR THE 2023 TAX YEAR OR A REAL ESTATE TAX CREDIT NOT TO EXCEED \$300 FOR THE 2023 TAX YEAR

WHEREAS, the Town Council of the Town of McCandless enacted Ordinance No. 1509, codified at Article 349 (“Volunteer Service Credit Program”) of the Code of the Town of McCandless (“Code”), establishing a Volunteer Service Credit Program and authorizing a local earned income tax credit in an amount not to exceed \$500 for each qualifying volunteer member of a volunteer fire company; and

WHEREAS, the Town Council of the Town of McCandless enacted Ordinance No. 1516, codified at Article 349 (“Volunteer Service Credit Program”) of the Code of the Town of McCandless (“Code”), establishing a Volunteer Service Credit Program and authorizing a real estate tax credit not to exceed \$300 for each qualifying volunteer member of a volunteer fire company that is not eligible for the local earned income tax credit due to a lack of earned income; and

WHEREAS, if any active volunteer’s earned income tax liability is less than the amount of the tax credit, the tax credit shall equal the Individual’s earned income tax liability.

WHEREAS, if any active volunteer’s real estate tax liability is less than the amount of the tax credit, the tax credit shall equal the Individual’s real estate tax liability.

WHEREAS, in accordance with Section 349.02(g) of the Code, the Chiefs or designated supervisors of the volunteer fire companies have provided to the Town Manager of the Town of McCandless a notarized eligibility list of all volunteers who have met the minimum criteria for the Volunteer Service Credit Program. The notarized eligibility lists are attached hereto as **Exhibit A**; and

WHEREAS, the Town Manager has reviewed the applications for credit under the Volunteer Service Credit Program and has cross referenced them with the notarized eligibility lists; and

WHEREAS, Section 349.02(h) of the Code provides that the Town Council for the Town of McCandless shall approve or disapprove the volunteers who appear on the notarized eligibility lists.

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

Section 1. The above recites are incorporated herein by reference hereto.

Section 2. All volunteers identified on the attached notarized eligibility lists are hereby approved by the Town Council for the Town of McCandless and are entitled to receive an earned income

tax credit in an amount not to exceed \$500 or a real estate tax credit not to exceed \$300 for the 2023 tax year in accordance with Ordinance No. 1509 and Ordinance No. 1516 codified at Article 349 of the Code.

Section 3. The Town Manager and/or his designee are hereby authorized to take the steps necessary to fulfill the intent of this Resolution.

Section 4. This Resolution shall become effective upon adoption.

Motion made by Council member _____; seconded by Council member _____ and this Resolution is adopted this 18th day of December 2023.

ATTEST:

TOWN COUNCIL
TOWN OF MCCANDLESS

Secretary

President

TOWN OF McCANDLESS
RESOLUTION No. 26 OF 2023

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, Accessory Structures over 400 sq ft*	\$0.30/sq ft of gross floor 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:	\$50
General structure, 121 – 400 sq ft:	\$100
Chicken Coop and Run:	\$50
Fence:	\$50
Open Deck or Porch:	\$200
Pool, Aboveground:	\$150

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

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

COMMERCIAL

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

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

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

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

e) **Communications/Telecommunications**

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

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

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

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

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

g) **Driveway Permit** – \$75

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

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

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

- j) Logging Permit – \$300 application fee

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

- k) Sign Permit – \$150 per sign

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

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

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

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

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

- a) Appeals to Zoning Hearing Board

- 1) Appeal of Zoning Officer's Decision (including NOV appeal)

Residential:	\$300
Commercial:	\$750

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

2) Zoning Variance

Residential: \$300

Commercial: \$750

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

3) Special Exception – \$500

4) Use Variance – \$1,000

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

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

c) Curative Amendment – \$1,000

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

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

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

f) Rezoning – \$1,000 application fee

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

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

h) Subdivision and Land Development

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

2) Simple Subdivision – \$250 application fee.

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

3) Subdivision and/or Land Development Plan:

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

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

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

j) Transportation Overlay District

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

k) UCC / Code Appeals Board hearing

Residential: \$300

Commercial: \$750

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

Section 3. Charges for Town Fire Prevention Permits

a) Fire Alarm Installation

5,000 sq ft or less: \$200

5,001 to 19,999 sq ft: \$300

20,000 to 40,000 sq ft: \$400

Over 40,000 sq ft \$600

b) Fire Pump, any size – \$200

c) Fire Reports – \$25

d) Fireworks Display – \$100

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

e) Recreation Fires – \$25 each occurrence

f) Service Stations and Auto Body Garages – \$100

Includes storing and painting of automobiles and undercoating of automobiles.

g) Sprinklers

20 heads or less: \$150

150 heads or less: \$250

400 heads or less: \$350

Over 401 heads: \$400

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

Section 4. False Alarms

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

Section 5. Recreation Permits

- a) Heritage and Cultural Center – \$75 for guided group tours or outreach activities, \$200 refundable deposit to rent the Center plus \$75/hour.
- b) Pavilion Fees – \$75 fee is required for the use of a Town pavilion.
- c) Town Ball Field Fees – \$400 per season; or \$75 per game for night/evening use or \$50 for daylight use.
- d) Pickleball Courts Reservation - \$10 per hour. Non-Refundable.

Section 6. Other Fees and Charges

- a) Administrative charge for receipt of insufficient fund check – \$30 plus any bank charge incurred by the Town.
- b) Amusement Permit – \$25 per year
- c) Application Fee for Police Officer Candidate – \$50 (May be waived by Police Chief or Town Manager)
- d) Application for Certification of Stormwater Drainage Compliance – \$15
- e) Assessment and Tax Lien Letters – \$30 per letter; \$5 fax machine fee.
- f) Comprehensive Plan – Actual cost of reproduction.
- g) Engineering fees are set annually by the Town Manager and on an as-needed basis for specific inspections.
- h) External Uniform Construction Code (UCC) Plan Review Requirement
Commercial, multi-family and institutional building plans may be sent to a Pennsylvania Certified Third Party Plan Review Agency for plan review at the discretion of the Building Official/Fire Official. Costs for such review shall be borne by the applicant.
 - i) Insurance Reports (other than fire) – \$5
 - j) Liquor License Transfer Escrow – \$500
Should the escrow be depleted, the Applicant shall reimburse the Town for any additional unreimbursed costs incurred by the Town relative to the Application.
 - k) Paving, Grading, Drainage Standards & Specifications - \$7.50
 - l) Plan Review Service Charge – When the Town Manager, Planning & Development Administrator or Building Official/Fire Official considers the use of outside professionals to be necessary to review plans submitted, he/she may engage such professionals and charge such costs to the applicant.
 - m) Police Reports – \$15
 - n) Public Records Policy Fees
 - 1) Certification – The Town's fee for official certification of copies containing the Town seal is \$2.00 per copy.
 - 2) Copies from Microfilm - \$0.50 per page
 - 3) Copies of Video/Audiotapes/Body Worn Camera/Dashboard Camera – \$100 plus legal review fees

- 4) Copying onto Electronic Media – Actual cost incurred by Town
- 5) Facsimile Transmission – Local call (\$1.00 per transmission); Long distance (\$1.50 per page).
- 6) Photocopies - \$0.25 per page for 11" x 17" or smaller; \$1.00 per page for any larger sheets or actual costs incurred by the Town, whichever is greater.
- 7) Postage – Fees for postage shall not exceed the actual cost of mailing.
- 8) Pre-payment of Fees – The Town may require pre-payment of estimated fees when the fees required to fulfill the request are expected to exceed \$100.
- 9) Printing from Electronic Media - \$0.25 per page
- 10) Waiver of Fees – The Town may waive duplication fees when the Town deems it to be in the public interest to do so.

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

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

Motion made by Council member _____, seconded by Council member _____, and this resolution is adopted this 18th day of December 2023, such fees to become effective on January 1, 2024.

ATTEST:

TOWN COUNCIL
TOWN OF McCANDLESS

Secretary

President