



## CASTLE SHANNON BOROUGH COUNCIL MEETING AGENDA

Monday, February 12, 2024

Executive Session – 6:30 PM  
Public Meeting – 7:00PM

**I. Call to Order**

**II. Reflection and Pledge of Allegiance**

**III. Roll Call:**

Council: N. Kovach, Council President; D. Swisher, Council Vice President; W. Oates; D. Seiler;  
K. Brannon; Lisa Shartle; Jeremy Emph  
Mayor: D. Baumgarten  
Tax Collector: E. O'Malley  
Staff: C.M. Foote, Borough Manager; D. Biondo, Solicitor; K. Truver, Police Chief; P. Vietmeier,  
Codes; J. Stanton, Engineer; Lori Miller, Recording Secretary

**IV. Public Notice**

A. An Executive Session was held this evening at 6:30 PM for the purpose of collecting information or educating agency members about an issue.

**V. Revisions or Additions to the Agenda**

**VI. Public Comment—Agenda Items**

**VII. Public Presentations**

A. Presentation reviewing options for shade sail installation at the Castle Shannon Library

**VIII. Approval of Minutes**

A. **Suggested Motion:** Move to approve the January 22, 2024 Borough Council Business Meeting Minutes.

**IX. Administration**

A. Borough Council will hold a public hearing on Monday, February 26<sup>th</sup> to consider Ordinance 937 and 938 (Solid Waste Ordinance and Recycling Ordinance).



## X. Bid Openings, Contracts, and Resolutions

### A. Contract Award

1. Contract No. 23-PK 10 (Re-Bid) Multi-Purpose Structure Installation Group 2 Parks -Lower Hamilton to Stefanik's Next Generation Contracting Co, Inc. as the apparent low bidder in the amount of \$757,585.00, subject to Stefanik's Next Generation Contracting Co, Inc. obtaining the required insurance certificates, performance bond, funding agency compliance certifications and review and approval of same by the Borough Solicitor prior to execution of the Agreement by the Borough.
  - a. **Suggested Motion:** Move to award Contract No. 23-PK 10 (Re-Bid) to the apparent low bidder, Stefanik's Next Generation Contracting Co, Inc. in the amount of \$757,585.00 subject to obtaining the required insurance certificates, performance bond, funding agency compliance certifications and review and approval of same by the Borough Solicitor prior to execution of the Agreement by the Borough.

### B. Resolution No. 741 establishes the Borough's Fee Schedule for 2024.

1. **Suggested Motion:** Move to adopt Resolution 741 setting the Borough's Fee Schedule for 2024.

### C. Resolution No. 747: Document Disposition Resolution

1. **Suggested Motion:** Move to adopt Resolution number 747 authorizing the disposition of the records set forth on the attached Exhibit A in accordance with the Municipal Records Manual.

## XI. Council Committee Reports

### A. Community Engagement/Events

### B. Finance

1. Review of Check Registers
2. January 2024 Financial Report
3. Uniformed and Non-Uniformed Pension Statements
4. Bill Pay List
  - a. **Suggested Motion:** Move to authorize the payment of all outstanding bills and invoices.

### C. HR/Personnel/Policy

### D. Planning/Codes

1. Violations Report
2. January Permits Report

### E. Public Safety

1. CSPD
  - a. January Animal Control Analysis
  - b. January Incident Report
  - c. January Vehicle Maintenance Report
2. CSVFD



- a. Representative Miller informed the Borough that the grant we submitted will be funded at \$150,000.00

F. Public Works

**XII. Board Reports**

A. ACBA

B. Civil Service

1. Appointment

- a. **Suggested Motion:** Move to appoint Robert Myers to the Civil Service Commission for a six-year term ending December 31, 2029.

C. Economic Development

D. Library

E. MRTSA

F. SHACOG

**XIII. Mayor's Report**

**XIV. Manager's Report**

A. Follow-ups

1. 2024 Budget
  - a. Mechanical Device line item= \$14,000
2. Coffee Fund

**XV. Solicitor's Report**

**XVI. Real Estate Tax Collector**

A. Tax Collector Report

B. Exoneration

1. **Suggested Motion:** Move to exonerate Borough Real Estate Tax Collector, Ms. O'Malley, for the 2023 uncollected taxes in the amount of \$ \_\_\_\_\_ and authorize the submission of the Delinquent Tax List to Jordan Tax Service, the borough's third-party lien tax collector.

**XVII. Public Comment— Non-Agenda Items**

**XVIII. Old Business**

**XIX. New Business**

**XX. Adjournment**

**CASTLE SHANNON BOROUGH  
MINUTES OF REGULAR MEETING**

January 22, 2024

The following elected officials were present: N. Kovach, D. Swisher; K. Brannon; W. Oates; D. Seiler; L. Shartle; E. O'Malley. Mayor Baumgarten was absent. The following appointed officials were present: M. Foote, Borough Manager; D. Biondo, Borough Solicitor; K. Truver, Police Chief; P. Vietmeier, Code Official; J. Callender, Borough Engineer.

Mr. Biondo noted that at the January 8<sup>th</sup> council meeting, Resolution #745 was passed whereby the person elected to a position on borough council chose not to accept the position. The individual had ten days after January 2<sup>nd</sup> to take the oath of office and assume his seat on council. As this individual did not proceed with the oath of office and had submitted a letter declining the position, Resolution 745 appointing Jeremy Emph is now in effect for the vacancy.

District Justice David Barton stated that it is always his pleasure to attend a council meeting to administer the oath of office to local elected officials. Judge Barton added that it is the collective wisdom of the entire body (council, mayor, and staff) that results in the good decisions that we see coming out of local government. Prior to becoming a judicial officer, Judge Barton served on Whitehall's council for 11 years. Judge Barton proceeded to give Jeremy Emph the oath of office. The signed oath of office was then presented to Council President Kovach. Mr. Emph was added to the roll call as present.

**Public Notice:** Ms. Kovach announced that council met in executive session this evening at 6:00 pm for the purpose of collecting information or educating agency members about an issue.

**Public Presentations:** Sean Garin of Dinsmore & Shohl LLP – discussed a \$1 million line of credit to finance the streetscape project that is partially grant funded. The line of credit was previously discussed at the January 8<sup>th</sup> council meeting. Ms. Kovach opened the public hearing on Ordinance #939. Mr. Seiler questioned application fees for the line of credit. Mr. Garin stated that Dollar Bank has a one-time commitment fee of \$1,000 for setting up the account, and that no unused line of credit fees will be incurred. Mr. Swisher noted that for the amount of business the borough does with Dollar Bank that the fee should be waived. Mr. Foote added that he did request a fee waiver, however Dollar Bank would not agree to that suggestion. Mr. Swisher motioned to approve Ordinance #939 and authorize the council president and borough manager to execute all documents related to the line of credit from Dollar Bank. Mr. Seiler seconded. The vote was unanimously approved by every member on council.

Carla Parkes and Brian Dawson of Columbia Gas – distributed copies of a project map for Castle Shannon and reported that two significant gas pipeline replacements will be undertaken in 2024. Borough streets affected will be Castle Shannon Boulevard, Cooke Lane, Mt. Lebanon Blvd., Rockwood Avenue, James Street and Willow Avenue between St. Anne Street and Baldwin Street. Work is expected through the fall of 2024 from 7 am to 7 pm. Ms. Parkes and Mr. Dawson have been in contact with Chief Truver and Mr. Foote regarding updates on the current project on Willow Avenue. Mr. Swisher questioned if the gas company was working on upper Willow by Ulrich. Mr. Dawson confirmed the crew was wrapping up a project on Bockstoce. Ms. Shartle questioned if Castle Shannon Boulevard would be fully closed. Chief Truver answered no, as this is a state highway. Mr. Dawson stated that Castle Shannon Boulevard work may possibly be done

in the evening. Mr. Brannon questioned how much open excavation would happen during the winter months. Mr. Dawson answered approximately 80' to 100' will continue through the winter. Mr. Brannon stated that cold patch does not last in winter conditions, and he would like to have the contractor be mindful of trenching in roadways. Mr. Seiler questioned if the gas line project would affect businesses as well as residential homes. Mr. Dawson answered the properties are both business and residential. Ms. Parkes stated that the gas company did send out letters to residents and businesses that were associated with service lines. Mr. Seiler referenced the meter replacements section for indoor gas meters and questioned flexibility of time frames for this part of the project. Mr. Dawson answered that meter replacement will be based on the customer's availability. Ms. Shartle added that the meter replacement at her home was a very smooth process.

Mr. Brannon noted that streetscape phase 2 is planned for Castle Shannon Boulevard. Mr. Foote stated that the project will go out for bid this spring. Columbia Gas will be completing work mid-March through end of June. Mr. Brannon suggested that coordination may be needed with the streetscape contractor. Chief Truver advised that the streetscape project will most likely end approximately where the gas company project begins; therefore, there should be little overlap of projects. Chief Truver added that Ms. Parkes and Mr. Dawson are terrific to work with and are very responsive to any issues.

Ms. Parkes advised that if the borough has a restoration schedule for certain streets in the next few years, please forward the information to her to coordinate projects. Mr. Callender replied that the engineers are completing a roadway study of all streets with ratings for future road improvement projects.

**Public Comment – Agenda Items:** Ms. Kovach opened the public comment for agenda items.

Annie Shaw, Glen Shannon Drive – addressed Resolution #741 regarding the borough's fees schedule for 2024 and specifically noted the amusement device license fees for gaming, i.e., juke boxes and pinball machines. Ms. Shaw noted the 2023 income statement lists a zero balance for this type of revenue. Ms. Shaw also noted that these fees were raised \$50 and believes that some fees were raised without looking at the receipts. Ms. Shaw continued stating that the fees should be comparable to what it costs the borough to administer, for example hearing costs should reflect the cost of the hearing officer and staff time. Ms. Shaw believes that no one really looked at the fee schedule, and the fees were blatantly raised. Ms. Shaw stated that every single business must get a conditional use permit, and that is unique to Castle Shannon, with a \$750 deposit and \$300 hearing fee. This fee also increased \$50.00, and Ms. Shaw questioned if there is justification why that fee increased. Although the fee schedule has not changed since 2004, Ms. Shaw asked council to table the fee resolution for further review.

Ms. Kovach stated that Mr. Vietmeier and Mr. Foote have reviewed the fees. Mr. Vietmeier stated the vendors pay fees for amusement devices, and these fees have been in place for many years. Ms. Miller advised that these fees are recorded in the revenue line for mechanical devices. Mr. Vietmeier explained that the fee increase for hearings for the zoning board, conditional use hearings by the planning commission, and UCC Board of Appeal hearings are due to lengthy sessions, court reporter fees, and advertising costs. Mr. Vietmeier added that these fees have not increased in the sixteen years he has worked for the borough. Mr. Foote stated that the fee schedule was not done arbitrarily or without thought. Staff in various departments reviewed the list to make adjustments from a fee schedule that has been in place for a number of years. The future plan is

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to update the fee schedule for 2024; and, as a normal course of business, fee schedules will be reviewed either annually or every two years at the reorganization meetings.

Bill Gross, Home Avenue – questioned whether the fee resolution included new fees or simply adjustments to existing fees. Mr. Foote stated that the public may be seeing new fees for right-to-know requests and public works fees for billable activities. Mr. Gross suggested that the borough provide information for comparison between existing fees and proposed fees. Council agreed that a comparison could be provided.

Jerry Coombs, Belleville Street – noted that various information has been posted/distributed that is inconsistent regarding the time for placing trash to the curb. Ms. Kovach said the proposed ordinance lists 4 pm. Mr. Coombs stated the incorrect information should be removed until the ordinance is adopted to prevent confusion. Mr. Coombs added that he appreciates the fact that borough council is going to revise the time change to 4 pm.

There were no further comments, therefore Ms. Kovach closed the public comment.

**Minutes:** The minutes of the January 8, 2024 council meeting were presented. Ms. Shartle motioned to approve the minutes. Mr. Oates seconded; all in favor; motion carried.

**Administration:**

Ms. Kovach reported that Pittsburgh Regional Transit (PRT) is applying to the Federal Transit Administration's 2024 All Stations Accessibility Program (ASAP). This application seeks funding for design and construction to improve Red Line light rail stations constructed in the 1980s to make them accessible to customers with disabilities per the requirements of the Americans with Disabilities Act (ADA). Mr. Brannon motioned to authorize the borough manager to sign and submit a letter of support for Pittsburgh Regional Transit. Mr. Swisher seconded; all in favor; motion carried.

Ms. Kovach presented a request to advertise Ordinance #937 – Castle Shannon Borough Solid Waste Ordinance. Ms. Shartle motioned to authorize the borough manager to advertise Ordinance #937. Mr. Swisher seconded; all in favor; motion carried.

Ms. Kovach presented a request to advertise Ordinance #938 – Castle Shannon Recycling Ordinance. Mr. Seiler motioned to authorize the borough manager to advertise Ordinance #938. Mr. Oates seconded; all in favor; motion carried.

Ms. Shartle motioned to table Resolution #741 – Borough Fee Schedule for 2024. Mr. Swisher seconded; all in favor; motion carried.

**Appointments:** Ms. Shartle motioned to appoint Louis Wehar to the Planning Commission. Mr. Oates seconded; all in favor; motion carried. Mr. Vietmeier noted that Mr. Wehar is a retired engineer from American Bridge.

### Council Committees:

1. Community Engagement/Events Committee – Chairman Jeremy Emph; Co-chairman Kevin Brannon.
2. Finance Committee – Chairman Daniel Swisher; Co-chairman David Seiler.
3. HR/Personnel/Policy Committee – Chairman Lisa Shartle; Co-chairman Daniel Swisher
4. Planning/Codes Committee – Chairman Kevin Brannon; Co-chairman William Oates
5. Public Safety – Co-chairmen Donald Baumgarten and Nancy Kovach
6. Public Works Committee – Chairman William Oates; Co-chairman Jeremy Emph

### Boards

1. ACBA – Delegate Nancy Kovach; Alternate Lisa Shartle
2. Civil Service – Kevin Brannon
3. Economic Development/CSRC – David Seiler
4. Library – Lisa Shartle
5. MRTSA – Daniel Swisher
6. SHACOG – Delegate David Seiler; Alternate William Oates

Mr. Swisher noted that the second delegate to the MRTSA Board is former council president Mark Heckmann whose term expires in December 2024.

Mr. Swisher motioned to adopt Resolution #742 appointing David Seiler as representative and William Oates as alternate to the SHACOG Franchising Authority Board. Mr. Brannon seconded; all in favor; motion carried.

Ms. Shartle motioned to adopt Resolution #743 appointing David Seiler as representative and William Oates as alternate to the SHACOG Joint Rate Review Board. Mr. Swisher seconded; all in favor; motion carried.

### Council Committee Reports

**Community Engagement/Events** – Mr. Emph stated that details are progressing on a community event with the CSVFD. Ms. Kovach stated that Hamilton Park will not be ready in May for Community Day; therefore, council would like to coordinate an event with the fire department.

**Finance:** Mr. Swisher reviewed the check registers for January 12<sup>th</sup> and January 19<sup>th</sup> and had no further questions. Mr. Brannon motioned to authorize the payment of all outstanding bills and invoices. Ms. Shartle seconded; all in favor; motion carried.

**Public Safety/Planning & Codes** – Mr. Vietmeier stated that a zoning matter has been going on for well over a year at 900 Sleepy Hollow, Shyam Ventures vs. Castle Shannon Zoning Hearing Board. The business owners wanted to install a mini-mart with the U-Haul and laundromat. The business is already a non-conforming use, and another non-conforming use cannot be added. Mr. Biondo advised that the case is scheduled for argument before the Commonwealth Court on February 6<sup>th</sup>. It will be several months before a decision will be rendered.

Mr. Brannon noted the agenda contained several pages of outstanding violations in the report provided by Mr. Vietmeier.

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**Public Safety** – The agenda contained the December 2023 reports for animal control, fines and fees, and vehicle maintenance reports.

Chief Truver presented the Equitable Sharing Agreement. The CSPD works with federal task forces, usually drug related. An officer was assigned to the DEA task force in 2017 and 2018, and an officer is currently assigned to another federal task force. When assets are forfeited in cases where our officers were involved, the CSPD gets a percent of the assets. Funds received and spent are reported to the Department of Justice each year. Mr. Emph motioned to authorize the appropriate borough officials to execute the Equitable Sharing Agreement. Ms. Shartle seconded; all in favor; motion carried.

Bob Sutton, President of the Castle Shannon Volunteer Fire Department, presented the January 2024 report. Chief Reffner left the council meeting to respond to a report of a natural gas smell on James Street. For the year 2023, there were a total of 271 calls. The average number of firefighters per call was 7.5. Mr. Sutton continued reporting statics for mutual aid/auto aid given and mutual aid/auto aid received. Firefighters attended 1,795.5 hours of training.

The CSVFD responded to 10 calls in January thus far: 5 in Castle Shannon; 1 in Baldwin Township; and 4 mutual aid. On January 8<sup>th</sup>, firefighters reviewed the new accountability boards and ran a few training exercises. These accountability boards are the same board as used by our mutual-aid friends at Mt. Lebanon and Dormont. This provides cohesiveness when the departments work together on mutual aid events in any one of the three communities. On January 15<sup>th</sup>, firefighters performed a walk through of 600 Newport Drive in Baldwin Township. This is an educational building with 350-375 students (K-8) and faculty on any school day. Firefighters familiarized themselves with the school's layout, evacuation plan FDC, utilities, alarm panel along with an induction to some of the staff. Officers have been completing 40 hours of on-line training for the Blue Card Command System. Mr. Sutton was pleased to announce that six new firefighters are starting the IFSTA – Essentials of Fire Fighting through CCAC and the Commonwealth of PA. As always, Chief Reffner noted the CSVFD is very much appreciative of the support they receive from council members.

As CSVFD President, Mr. Sutton presented council with a review of 2023. In 2023 the CSVFD continued to invest in the future, not only in the department itself, but in the communities of Castle Shannon and Baldwin Township which they are charged to serve. The department does these on three fronts.

1) Membership. The challenge of recruiting is great. Whether it is in the public sector, the private sector, or the volunteer sector, we all understand the challenges. For many years, the membership growth in the department was weak. The department had a recruitment retention committee, however unfortunately the committee did not have the tools necessary to be successful. In 2022, the department started development of a recruitment video which rolled out in 2023. This has had a positive impact on membership. Mr. Sutton invited people to visit the new website and view the video. The department in 2023 recruited 14 new members, with nine being firefighters. A personal outreach program to recruit potential members in a face-to-face fashion is planned by having a larger presence at community events in the future.

2) Investing in the physical plant. This also invests in the future of the communities in which we serve. In 2023, the department converted to all LED lighting including the station, Memorial

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Hall and parking lot. The second major improvement was to replace the HVAC system in the Social Hall. One component in the HVAC system was over 40 years old.

3) Continuation of working with local government partners. The CSVFD is proud to provide support and good will to the communities in which we live, whether with Community Day, assisting CSYA, the library, Light-Up Night, Summer Recreation Program, the Castle Shannon Police Department and Public Works.

Mr. Sutton stated, in closing, the CSVFD's goal for 2024 is to build on these three fronts described above and to adjust as needed for every changing environment. On behalf of the CSVFD, Mr. Sutton thanked the council members for their support in the past and looks forward to working with council in the future.

Mr. Swisher asked if the CSVFD still had difficulty with firefighters responding during daylight hours. Mr. Sutton answered that this is certainly a weak spot and hopes this will improve. The fire department's administrative assistant is certified as an EMT and has firefighter 2 certification and is in the process of apparatus training. Unfortunately, one person and one pumper does not make a fire fighting force. The training is important for her to respond quickly to get the engine out, get to the scene, and establish a command structure. Mr. Sutton advised that 911 calls get a large response from local fire departments.

### **Board Reports:**

**Library** – Ms. Myrah, Library Director – gave an update on library events.

The Library recently hosted the last two Saturdays: A Girl Scout Star Party to learn about the Girl Scouts and volunteer training for Literacy Pittsburgh

Recent updates to the Library with money raised at the Library's Vendor & Craft Fair and the Jack Buncher Foundation end of the year gift include a new study area with new coffee tables and loveseat/chair. An expanded Makerspace area with new seating for adults and children, shelving and lighting was created. New bookcases for the Young Adult area and the Juvenile area were purchased, and additional Young Adult materials were purchased for the library.

Juvenile and teen programming will resume in February. Two walls in the children's area will be getting painted in the near future by the Public Works Dept.

A business resource section was created that provides books (regular and large print and sound recordings) for individuals starting their own small business.

Ms. Myrah urged patrons to come out and support the library on Wednesday, January 31<sup>st</sup> from 11am-11pm at the Mt. Lebanon location of Primanti Bros. 20% of sales come back to the library. Customers can order online or dine in at the restaurant. More information and the flyer is available on our website and social media sites. These restaurant fundraisers provide free books to children at community events.

An Affordable Connectivity Program (ACP) Enrollment Event-Thursday, February 1st at 3:30 pm is scheduled at the library. Neighborhood Allies (NA) will be at the Library on Thursday, February 1st at 3:30pm to provide information and enroll households into the Affordable

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Connectivity Program (ACP), a federal benefit that provides \$30/month towards the internet bill. More information about the program and eligibility requirements is on our website and social media sites.

Friends of the Library Meeting on Tuesday, February 6<sup>th</sup> at 7 pm. This volunteer group supports the library with the flea markets and book sale events. Everyone is welcome to attend!

Federal tax instruction booklets have arrived. IRS 1040 and 1040 SR forms are available in the lobby entrance of the library.

Allegheny County Library Association (ACLA) has started a road trip passport for libraries outside the City of Pittsburgh. Patrons receive a stamp on their passports for visiting local libraries. Pittsburgh Today Live will be at our library to film a segment on Books and Beyond on January 29<sup>th</sup> at 11:30 am. The library will be open, and the segment will air in February.

**MRTSA** – Mr. Swisher stated a meeting is scheduled for January 24<sup>th</sup>. The organization is seeking an executive director with a finance background.

**SHACOG** – Mr. Oates attended the January board of director's meeting in Brentwood. Mr. Foote noted that the borough will host the April meeting.

**Manager's Report:** Mr. Foote referred to questions about bulk items from the previous council meeting. On bulk pick up days, two items can be put curbside for trash pickup.

Staff met with the Waste Management representative to review the trash/recycling program. Information will continue to be posted on the borough's website. Mr. Foote added that he is working towards upgrading our website to make information more accessible.

**Solicitor** – Mr. Biondo noted that Mr. Garin of Dinsmore & Shohl had to leave the council meeting. Mr. Biondo confirmed that the motion and vote to pass Ordinance #939 for the line of credit required a roll call vote or required that the ordinance be passed by council unanimously. The record will reflect that the vote was passed unanimously.

**Real Estate Tax Collector:** Ms. O'Malley presented Resolution #746 to dispose of 2016 and 2017 tax records. Ms. Shartle motioned to adopt Resolution #746 authorizing the Real Estate Tax Collector to dispose of all 2016-2017 borough tax duplicates (office copies), tax certifications, records of borough tax deposits, monthly reports, correspondence, deed transfer records, delinquent tax collection lists, and exoneration certificates issued to the tax collector. Mr. Swisher seconded; all in favor; motion carried. Mr. Brannon questioned the method of disposal of the records. Ms. O'Malley answered the records are included in the borough's document shred program.

Ms. O'Malley reported due to an issue with a mortgage company, the exoneration list for delinquent taxes will be presented at a future council meeting.

Mr. O'Malley thanked public works for painting the hallway in the tax office.

**Public Comment – Non-agenda Items:**

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Jerry Coombs – thanked the public works department for doing an outstanding job clearing the roadways during the last winter snow storm.

Mr. Coombs noted the new lights and crosswalk improvements on Mt. Lebanon Boulevard at Cooke Lane. Chief Truver explained that the lights were posted and turned on last week with significant signage upgrades.

Chief Truver added that the borough applied for a grant for a second crosswalk improvement project at Mt. Lebanon Boulevard and Hoodridge Drive.

Ms. O'Malley also commended the public works department for their roadwork during the snowstorm. Ms. O'Malley stated that Rockwood Avenue was covered and slippery; however, Baldwin Street was plowed and clear. Ms. O'Malley noted that Facebook posts also referenced the great work the road crew does for our community.

**New Business:** Mr. Brannon noted that Facebook comments discussed a coffee fund for the road crew. Ms. Kovach added this was set up as a Go Fund Me page. Ms. O'Malley stated that she believes there was \$300 collected. Mr. Brannon stated that an anonymous benefactor donated a Keurig machine and K-cups to public works.

The public comment section was closed.

Mr. Oates motioned to adjourn. Mr. Emph seconded; all in favor; motion carried.

Approved as presented this 12th day of February 2024.

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C. Michael Foote  
Borough Manager

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Nancy Kovach  
Council President

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LSSE: (412) 264-4400  
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www.lsse.com

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Rabell

Senate

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January 22, 2024

S. O. No. 0253-108

**VIA EMAIL ONLY**  
(cmfoote@csboro.org)

Mr. C. Michael Foote, MPA  
Borough Manager  
Borough of Castle Shannon  
3310 McRoberts Road  
Castle Shannon, Pennsylvania 15234-2711

**Subject: Contract No. 23-PK10 (Re-Bid)**  
**Multi-Purpose Structure Installation**  
**Group 2 Parks - Lower Hamilton**  
**Request for Proposal Summary**

Dear Mr. Foote:

By way of background, bids for the Group 2 Parks, Lower Hamilton Multi-Purpose Structure Installation were scheduled to open on August 9, 2023 following a public advertisement period. There were no bids received.

In accordance with Council action, the subject Contract, a re-bid, was re-advertised on August 17, 2023 and August 24, 2023 with bids scheduled to open on September 6, 2023.

Please refer to LSSE's letter dated September 8, 2023 indicating that no bids were received for either effort.

Following Council's authorization, LSSE issued a Request for Proposal from various vendors that had previously expressed interest on the project.

To that end, LSSE has completed a review of the proposals received in response to the Request for Proposal for the subject project.

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● Coraopolis, PA (Headquarters)  
● Aliquippa, Beaver County, PA  
● Greensburg, Westmoreland County, PA  
● Dublin, Franklin County, OH

● Albion, Erie County, PA

● Pittsburgh, Allegheny County, PA  
● White Oak, Allegheny County, PA  
● Kittanning, Armstrong County, PA  
● Washington, Washington County, PA

Mr. C. Michael Foote, MPA  
Borough Manager  
Borough of Castle Shannon  
January 22, 2024  
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Bid proposals were received from three contractors for Contract No. 23-PK10 (Re-Bid) – Multi-Purpose Structure Installation (Group 2 Park – Lower Hamilton) and are summarized below:

Contractor	Total Amount
Stefanik’s Next Generation Contracting Co, Inc.	\$757,585.00 <sup>a</sup>
FMS Construction, Inc.	\$867,500.00 <sup>b</sup>
STONEMILE Group, LLC	\$899,570.00 <sup>c</sup>

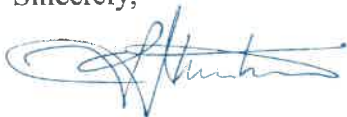
- a. Price includes costs for over-excavation, if directed by Geotechnical Engineer. Price excludes cost for conduit and wiring for food truck receptacles.
- b. Price excludes cost for conduit and wiring for food truck receptacles.
- c. Price includes \$35,000 stated allowance for Owner approved addition. Price does not include costs for over-excavation, if directed by Geotechnical Engineer.

As presented above, Stefanik’s Next Generation Contracting Co, Inc. is the apparent low bidder for Contract No 23-PK10 (Re-Bid) – Multi-Purpose Structure Installation (Group 2 Park – Lower Hamilton). Copies of the Contractors’ bid proposals are attached herewith.

Based on the bids submitted, we suggest award of Contract No. 23-PK10 (Re-Bid) – Multi-Purpose Structure Installation (Group 2 Park – Lower Hamilton) to Stefanik’s Next Generation Contracting Co, Inc. as low bidder in the amount of \$757,585.00, subject to Stefanik’s Next Generation Contracting Co, Inc. obtaining the required insurance certificates, performance bond, funding agency compliance certifications and review and approval of same by the Borough Solicitor prior to execution of the Agreement by the Borough.

Should you have any questions, please contact Joshua R. Callender, E.I.T. directly (Ext. 284).

Sincerely,



Jason E. Stanton, P.E.

JES/nlk

Attachments

cc/att: Dennis Biondo, Solicitor (drbiondo@aol.com)  
Lori Miller, Assistant Manager (lmiller@csboro.org)

BC 2



# STEFANIK'S

NEXT GENERATION CONTRACTING COMPANY

2267 Todd Road | Aliquippa, PA 15001  
P: (724) 788-1980 F:(724) 788-1983  
[www.stefaniks.com](http://www.stefaniks.com)

1/11/2024

C/O Mr. Josh Callender  
LSSE  
Castle Shannon Borough

Re: Park Multi Use Building

Dear Mr. Callender:

We hereby propose to supply the following Scope of Work and Pricing:

1. Construction of the Complete Romtec Restroom / Multi - Use Building, Electrical Work as per plans and specs and Plumbing Work as per plans and specs for the Lump Sum Amount of: **\$728,940.00**
2. Provide Labor, Equipment and Materials to perform a 2' Undercut replacing with Stone to meet bearing Capacity as Per Geo-Tech's Direction: **\$16,120.00**
3. Provide Performance Bond: **\$12,525.00**

## EXCLUSIONS /CLARIFICATIONS

- Excluded - Bonds
- Excluded – Permits (other than Water and Sewer)
- Excluded - Compaction Testing Fees
- Excluded - Inspection & Inspection fees (other than Water and Sewer)
- Excluded - Benchmarks
- Excluded - Water/Sewer Tap fees
- Excluded- Hazardous materials.
- Clarification- Payment terms Net 30
- Clarification- Proposal valid for 30 days
- Excluded- Plumbing Fixtures

BO 3

- Excluded - Five-inch conduits referenced in 'Electrical' notes on civil/utility plan PK10 sheet 4 of 5. This work is indicated as "Work by Others" in bubble on same drawings.
- Excluded- Food truck feeds from 400A panel (as noted in panel schedule on PK10 sheet 4 of 5 (civil set). No information is provided.
- Clarification - Stefanik's NGCC is not responsible for the condition of existing equipment
- Clarification - Any additional or out-of-scope work is to be bid separately.
- Clarification - All work to comply with current NEC & NFPA-70E Standards.
- Clarification – Method of Construction is CMU Block Stem Wall Option
- Clarification- All Mortar, Concrete and Rebar Materials are Included.
- Clarification- All Interior Paint is Included
- Excluded- Concrete Testing
- Clarification- Plumbing piping, fittings and valves are included
- Clarification – All Materials excluded appear to be onsite, however they are completely wrapped and cannot be thoroughly viewed.
- Clarification- All work is estimated as non overtime
- Excluded- Any Utility Fees
- Excluded- Landscaping
- Excluded- Any Materials Related to the above ground structure, lumber, roofing, steel columns, structural and non-structural mounting brackets.
- Excluded – HVAC
- Excluded- Supply of sinks, toilets, hot water tanks, hand dryers, mirrors, slop sinks, etc.

Respectfully Submitted,

J.J. Stefanik, President

[jj@stefaniks.com](mailto:jj@stefaniks.com)

B04



November 13, 2023

LSSE Engineering  
846 4<sup>th</sup> Ave.  
Coraopolis, PA. 15108

**Re: Lower Hamilton Multi-Purpose Structure Assembly Only Contract 23-PK10**

Dear Mr. Chandler

FMS Construction is pleased to offer this budget proposal for the necessary supervision, labor, material, and construction equipment, to perform the base bid amount of:

**Seven Hundred Ninety-Four Thousand One Hundred Dollars**.....**\$794,100.00**

- The basis for this estimate is the floor plan dated August 31st, 2023.
- The owner direct cost for Stefanik’s Excavation and Civil quote: \$73,400.00 is an add to the base bid listed above.
- The owner direct cost of \$30,000.00 for (4) food truck receptacles is an add to the base bid listed above.

Scope of Work:

- Installation of the Rontec building package.
- Provide and install Concrete foundations in areas excavated by Stefanik.
- Provide and install concrete for pier foundations.
- Provide and install concrete for new walkways.
- Install Electrical, HVAC and Plumbing from item in the RomTec package.

Clarifications / Exclusions:

- Color selection by owner.
- Excludes paving and paving patch.
- Excludes items not included in the RomTec package.
- No Permit fees.
- No Hazardous Material Testing, or Remediation is included.
- All 3<sup>rd</sup> party testing and inspections are by others, this includes any required concrete testing.
- Items unforeseen not included.
- Material pricing good for thirty days.

I am available for any questions, please do not hesitate to give me a call.

**FMS Construction**

Mark Haas

E0923-0310

BO5

300 S. MAIN STREET • SHARPSBURG, PA 15215 • 412-782-6338 • FAX 412-782-4115

2581 CENTER ROAD • HINCKLEY, OH 44230 • 330-225-8920 • FAX 330-225-9491 • 1539 TILCO DRIVE • UNIT 104 • FREDERICK, MD 21704 • 240-575-3051 • FAX 240-215-8220  
950 TAYLOR STATION ROAD • GAHANNA, OH 43230 • 614-322-9920 • FAX 614-322-9923

www.fmsconstruction.net



# STONEMILE

GROUP LLC

October 24, 2023

LSSE

Attn: Josh Callender  
846 Fourth Avenue  
Coraopolis, PA 15108  
(412) 264-4400, Ext. 284

Re:

Castle Shannon Borough Group 2 Parks  
Lower Hamilton Park Multi-Purpose Structure Installation  
Contract No. 23-PK10 (REBID)

## STONEMILE Group Cost Proposal

Dear Mr. Callender,

As requested, STONEMILE Group is providing this Cost Proposal for the Construction of a pre-engineered/manufactured building (furnished by others) located at Hamilton Park - 901 Terrace Dr. Castle Shannon, Pa. 15234. The scope of work includes the complete construction and installation of a pre-engineered multi-purpose building, including restrooms, concessions, storage and covered open air seating area as furnished by Romtec, Inc.; Materials to be provided by Contractor includes supply and installation of the concrete foundations, building slabs, electrical and plumbing rough-ins, painting, sealers and restoration of all disturbed areas to a distance of 5' beyond the building pad concrete. Scope of work also includes connections to existing/supplied utilities and electrical panels.

This scope of work was established based on:

Bid documents for Contract No. 23-PK10 (REBID) dated August 2023 by LSSE

The following is a detailed scope of work included in this proposal:

- All work is to follow 100% of scope as detailed in bid documents +/- items outlined in scope clarifications and exclusions below.
- **Cost Proposal Total: \$899,570**
- **\* Price includes \$35,000 Slated Allowance – Owner Approved Additions**

### Clarifications & Exclusions:

- It is assumed that all materials as listed on the Staged Restroom/Pavilion/Concession Owner Provided Items list will be delivered onsite to a location within 100' of the building pad. The owner will be responsible for all costs for delivery, stocking, dunnage, storage, staging, and initial weather protection/covering of said materials.
  - Prior to accepting owner purchased material, a complete evaluation of inventory and condition of the same are to be mutually agreed upon as acceptable by SMG, the Owner and the Professional of Record.
  - This proposal excludes responsibility for the conditions of current stocked material.
- All Work pertaining to Irrigation System tap in and installation is specifically excluded.
- It is assumed that the building pad will be delivered at +/- 1/10'.
- All soils engineering is to be provided and paid for by others.

Page 1 of 2

103 Progress Lane, Canonsburg, PA 15317  
Phone: (724) 485-9790 • Fax: (724) 485-9791

1306

- Over-excavation and ground improvements below the building pad and footings are not fully specified in the bid documents as multiple options are offered that are dependent upon the recommendations of others. All additional work related to the condition is specifically excluded. All additional work necessary to improve ground stability and compaction to achieve desired design requirements will be done per direction of the owners/Engineer of Record as follows:
  - Any concerns requiring remediation is not included but will be completed at time & materials plus 15%.
  - All compaction testing and inspections are to be provided by others and is excluded.
- All demolition of existing structures and demolition and removal of below grade/unseen structures and obstructions is specifically excluded.
- All site grading and restoration areas is limited to 5' outside the structure perimeter, and 5' wide at all utility trench disturbance outside of the 5' structure that are performed by this contractor.
- All spoils/materials excavated for the scope of work for this project are to be stockpiled at an onsite location within 200' of the building pad. All stockpiled/excess spoils are to be disposed of by others. Disposal of excavated materials is specifically excluded.
- Asphalt and/or concrete pavement restoration is specifically excluded where utilities may traverse pavements affected by our work.
- Production of and payment for and delivery of As-Built surveys and As-Built Drawings is specifically excluded.
- All Work to be Performed during Normal Working Hours (6am-4pm)
- STONEMILE Group LLC will not be held liable for delays or completion milestones outlined in the bid documents for winter/cold weather-related causes.
- This proposal specifically excludes all winter conditions costs not limited to direct heat, blankets, tenting, additional labor costs, etc. Costs associated with winter protection will be done on a time and material basis.
- Any and all Utility Tap Fees and Utility Usage Fees are specifically excluded and to be paid for by the owner.
- This proposal is Valid for 30 Days

We greatly appreciate the opportunity to present this proposal and look forward to, hopefully, joining your project team. Please let me know if you have any questions or need any additional information. Should pricing of this proposal be acceptable, STONEMILE respectfully requests a full scope review meeting prior to contract offer. Also, should pricing be of this proposal be acceptable, we will forward all compliance documentation promptly upon request. Thank you.

*Sincerely,*

*Steve Riffe*  
*Estimator/Project Manager*

**STONE**MILE  
CORPORATE

103 Progress Lane  
Canonsburg, PA 15317  
Office: 724-485-9790  
Cell: 724-825-9770  
Email: [stever@stonemilegroup.com](mailto:stever@stonemilegroup.com)

ATTACHMENTS: NONE

**BOROUGH OF CASTLE SHANNON  
ALLEGHENY COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 741**

**A RESOLUTION OF THE BOROUGH OF CASTLE SHANNON, ALLEGHENY COUNTY,  
PENNSYLVANIA ESTABLISHING A FEE SCHEDULE FOR THE YEAR 2024.**

WHEREAS, Castle Shannon Borough Council has established certain fees to cover the cost of the administration of the Borough Ordinances to be increased from time-to-time to stay current with costs; and,

WHEREAS, Castle Shannon Borough Council shall set these fees by Resolution at its annual re-organization meeting or at such time as determined necessary by the Borough Council.

NOW, THEREFORE, be it resolved and enacted by the Council for the Borough of Castle Shannon, in meeting assembled, and it is hereby resolved and enacted by the authority of the same as follows:

The following fees and costs shall be in effect on and after January 22, 2024 and shall remain in effect from year to year until amended by further Resolution of Borough Council.

**ADMINISTRATION**

Photocopies (per page)	\$0.25 one side letter page
	\$0.35 both sides of letter page
	\$0.35 one side of legal page
	\$0.40 both sides of legal page
Return check Charge	\$25.00
Municipal No-Lien letter	\$25.00
Tax Certification	\$30.00
Fax	\$1.00 per page
Personnel Rates	Gross hourly rate, including benefits (Hourly or overtime)

**BUILDING/PLANNING/CODE ENFORCEMENT FEE STRUCTURE**

Amusement Device License Fee

Music	\$125.00
Gaming (pinball, video, bowling, etc.)	\$500.00

Property Registration Fees:

- Abandoned, Vacant, or Foreclosed \$250.00 (per property per annum)
- Occupancy
  - Residential \$50.00 (per unit)

- Commercial \$100.00 (per unit)
- Rental Unit \$5.00 per unit (residential & commercial)

Permit and Inspection Fees:

- Accessory Use Building \$50.00
- Air Conditioner \$50.00
- Demolition
  - Up to 1,000 sq. ft. in area \$70.00
  - Over 1,000 sq. ft. in area \$100.00 + engineering fees
- Fence \$50.00
- Floodplain \$250.00 + engineering fees
- Grading
  - 0-50 cubic yards \$30.00
  - 51-250 cubic yards \$60.00
  - 251-500 cubic yards \$120.00
  - 501-1000 cubic yards \$240.00
  - +1,000 cubic yards \$240.00 + engineering fees
- Porch/Deck
  - 30 inches \$50.00 + \$0.25 per sq. ft.
  - Over 30 inches Per BIU fee schedule
- Re-inspection following notice of Violation
  - First No charge
  - Second \$30.00
  - Third \$50.00
- Storm Water Permit \$80.00 + engineering fees
- Storm Water Inspection Fee
  - First 2 Inspections \$100.00 + engineering fee
  - Per additional inspection \$25.00
- Sidewalk \$50.00
- Swimming Pool
  - Above Ground \$50.00
  - Inground \$100.00
- Temporary Events and Festivals \$50.00

- Max. 72 hours
- Transient Vendor License
  - Per day \$20.00
  - Per Month \$300.00
- Urban Agriculture (chickens & bees)
  - Permit \$50.00
  - Zoning Permit \$50.00
  - Annual renewal \$25.00
- Walls
  - 4ft or less (height) \$50.00
  - Over 4 ft (height) per BIU fee schedule
- Zoning Permit \$50.00
- Late Fees (all Permits and Licenses) \$15.00

Code Violation Fees

- Animal (Rabies vaccine) \$5.00
- Quality of Life \$25.00 (per violation)

Signage Permit Fees:

- Portable Sign
  - First sign \$50.00
  - 2nd thru 4<sup>th</sup> sign \$25.00 (each)
  - Renewal
    - First sign \$50.00
    - 2<sup>nd</sup> thru 4<sup>th</sup> sign \$25.00 (each)

Building Inspection Fees:

- Fee Per BIU Fee Schedule (attached)

Hearing Fees:

Building Code Appeal

- Non-Refundable fee \$300.00
- Deposit \$750.00

Conditional Use

○ Non-Refundable fee	\$300.00
○ Deposit	\$750.00
Code Enforcement Board of Appeals	\$150.00
Subdivision	
• Deposit	\$750.00
• Engineering Fees	Per fee schedule
Zoning Hearing Board	
• Application Fee (non-refundable)	\$300.00
• Deposit	\$750.00

Engineering Fees:

○ Review of plans by Borough Engineer (per hour)	Per fee schedule
○ Inspection of Subdivisions by Borough Engineer (per hour)	Per fee schedule
○ Stormwater Management Plan Review (per hour)	Per fee schedule
○ Floodplain Permit Review	Per fee schedule

Plan Review Fees:

○ Plans-Preliminary: Minor (Land Development)	\$50.00
○ Plans- Preliminary: Major (Land Development)	\$150.00
○ Plans- Final: Minor (Land Development)	\$75.00
○ Plans- Final: Major (Land Development)	\$100.00
○ Plans- Lot Consolidation (Subdivision, Re-Division)	\$75.00
○ All Resubmission Plans (Within a Three Year Period)	
○ <i>No Changes</i>	\$75.00
○ Floodplain Review Fee	\$100.00 (Non-refundable)
○ Recording Fees	Subject to County Fees

**PARKING**

Two (2) hour Parking (downtown):	\$35.00
Parking	\$10.00

*Note: All unpaid fines past two (2) weeks are forwarded to Magistrate as State Citations.*

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**PARKS**

Park Rental Fees

○ Residents	\$150.00
○ Non-Residents	\$250.00
Summer Recreation Program	
○ Single Registration	\$30.00
○ Family Registration	\$60.00

**POLICE**

Copy of Accident Report	\$15.00 each
Incident Report Summary	\$15.00
Video	\$200.00 + costs
Civil appearances or contracted services	Per current CBA

**POLICE DEPARTMENT FINES**

Vehicle Towing and Storage Charges:

● Maximum charge for conventional tow	Per fee schedule- Steel City Collision
● Maximum additional charge for unconventional tow	Per fee schedule- Steel City Collision
Additional charge for roll-over/manipulation	Per fee schedule- Steel City Collision
Storage charge for first 24 hours	Per fee schedule- Steel City Collision
Maximum charge for storage after initial 24 hours	Per fee schedule- Steel City Collision
● Suspension reinstatement fee	Per State of PA fee schedule

Soliciting Permit/Transient Merchant License Fees:

● 6-month Permit	\$150.00
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False Alarm

First or second nuisance alarm	No Charge
Third nuisance alarm	\$ 50.00
Each subsequent Nuisance Alarm	\$100.00

Inspections:

Pawnbroker

License	\$50.00
Renewal	\$25.00

Dumpster \$50.00

**PUBLIC WORKS- STREETS DIVISION**

Operator Actual cost, including benefits.  
Equipment (backhoes, snowplow, trucks, etc.) \$70.00 per hour + materials & personnel rate  
Cleanup \$30.00 per hour + personnel rate plus disposal costs  
Materials and repairs Actual Cost  
Street Excavation/Opening Permit \$60.00 +\$0.50 per ft. over 50 feet  
Sign Rental (except special events) Sawhorses - \$25.00, Type III-\$75.00  
Right of Way Construction Easement (Non-PUC Regulated) \$1.00 per linear foot

**RIGHT TO KNOW REQUESTS**

Black & White Copies (first 1,000) Up to \$0.25 per copy  
Black & White Copies (beyond 1,000) Up to \$0.20 per copy  
Color Copies Up to \$0.50 per copy  
Specialized Documents Up to actual cost  
Records Delivered via Email or No additional fee may be imposed  
Other Electronic Method  
CD / DVD Actual cost, not to exceed \$1.00 per disc  
Flash Drive Actual cost  
Facsimile Up to actual cost  
Other Media Up to actual cost  
Redaction No additional fee may be imposed  
Conversion to Paper Up to \$0.25 per page.  
Photographing a Record No additional fee may be imposed  
Postage Actual cost of USPS first-class postage  
Certification Up to \$5.00 per record

**SEWAGE SERVICE**

Sewage Treatment Fees- ALCOSAN \$11.14 per 1,000 gal.  
Sewage Treatment Fee- Borough \$8.08 per 1,000 gal. per unit  
Customer Service Charge- ALCOSAN \$7.80 per month  
Sewer Tap Fee (per tap)  
• Residential \$2,000.00  
• Commercial \$2500.00

BO 13



Sewer Dye Test Fee

- Residential \$100.00
- Commercial \$200.00

RESOLVED this 22nd day of January 2024 by the Borough Council of the Borough of Castle Shannon in lawful session duly assembled.

ATTEST

BOROUGH OF CASTLE SHANNON

---

C. Michael Foote  
Borough Manager/Secretary

---

Nancy Kovach  
President of Council

**ADMINISTRATION**

	2024 Proposed	Previous	A	%
Photocopies (per page)	\$0.25 one side letter page	\$0.25	\$0.00	0%
	\$0.35 both sides of letter page	\$0.25	\$0.10	40%
	\$0.35 one side of legal page	\$0.25	\$0.10	40%
	\$0.40 both sides of legal page	\$0.25	\$0.15	60%
Return check Charge	\$25.00	\$25.00	\$0.00	0%
Municipal No Lien letter	\$25.00	\$25.00	\$0.00	0%
Tax Certification	\$30.00	\$30.00	\$0.00	0%
Fax	\$1.00 per page	\$1.00	\$0.00	0%
Personnel Rates	Gross hourly rate, including benefits (flourly or overtime)	New		

**BUILDING/PLANNING/CODE ENFORCEMENT FEE STRUCTURE**

	2024 Proposed	Previous	A	%
<b>Amusement Device License Fee</b>				
Music	\$125.00	\$100.00	\$25.00	25%
Gaming (pinball, video, bowling, etc.)	\$500.00	\$450.00	\$50.00	11%
<b>Property Rehabilitation Fees</b>				
Abandoned, Vacant, or Foreclosed Occupancy	\$250.00 (per property per annum)	\$100.00	\$50.00	25%
Residential	\$50.00 (per unit)	\$50.00	\$0.00	0%
Commercial	\$100.00 (per unit)	\$100.00	\$0.00	0%
Rental Unit	\$5.00 per unit (residential & commercial)	No Change	\$0.00	0%
<b>Permit and Inspection Fees</b>				
Accessory Use Building	\$50.00	\$25.00	\$25.00	100%
Air Conditioner	\$50.00	\$25.00	\$25.00	100%
Demolition	\$70.00	\$35.00	\$35.00	100%
Up to 1,000 sq. ft. in area	\$100.00 + engineering fee	\$70.00	\$30.00	43%
Over 1,000 sq. ft. in area	\$50.00	\$25.00	\$25.00	100%
Fence	\$250.00 + engineering fee	New		
Floodplain	\$50.00	\$70.00	\$30.00	43%
Grading	\$30.00	\$30.00	\$0.00	0%
0-50 cubic yards	\$60.00	\$60.00	\$0.00	0%
51-250 cubic yards	\$120.00	\$120.00	\$0.00	0%
251-500 cubic yards	\$240.00	\$240.00	\$0.00	0%
501-1000 cubic yards	\$240.00 + engineering fee	same		
+ 1,000 cubic yards	\$50.00 + \$0.25 per sq. ft. Per BUU the schedule	\$35 + \$ 0.25	\$15.00	43%
Over 30 inches	same	same		
Re-inspection following notice of Violation	No charge			
First	\$30.00	\$30.00	\$0.00	0%
Second	\$50.00	\$50.00	\$0.00	0%
Third	\$80.00 + engineering fee	New		
Storm Water Permit	\$100.00 + engineering fee	New		
Storm Water Inspection Fee	\$25.00	New		
First 2 Inspections	\$50.00	New		
Per additional inspection	\$50.00	New		
Sidewalk	\$50.00	New		
Swimming Pool	\$50.00	\$35.00	\$15.00	43%
Above Ground	\$100.00	\$100.00	\$0.00	0%
Inground				
Temporary Events and Festivals	\$50.00	New		
72 hours max.				
Transient Vendor License	\$20.00	\$10.00	\$0.00	0%
Per day	\$300.00	\$300.00	\$0.00	0%
Per Month				
Urban Agriculture (chickens & bees)	\$50.00	\$50.00	\$0.00	0%
Permit	\$50.00	\$15.00	\$25.00	100%
Zoning Permit	\$25.00	\$25.00	\$0.00	0%
Annual renewal				
Walls	\$50.00	\$35.00	\$15.00	43%
48 or less (height)	per BUU the schedule	same		
Over 4 ft (height)	\$50.00	\$35.00	\$15.00	43%
Zoning Permit	\$50.00	\$35.00	\$15.00	43%
Late Fees (all Permits and Licenses)	\$15.00	\$15.00	\$0.00	0%

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<b>Code Violation Fees:</b>					
- Animal (Rabies vaccine)	\$5.00	\$2.50	\$2.50	100%	
- Quality of Life	\$25.00 (per violation)	\$25.00	\$0.00	0%	
<b>Signage Permit Fees:</b>					
- Portable Sign					
o First sign	\$50.00	\$50.00	\$0.00	0%	
o 2nd thru 4 <sup>th</sup> sign	\$25.00 (each)	\$25.00	\$0.00	0%	
- Renewal					
o First sign	\$50.00	\$50.00	\$0.00	0%	
o 2 <sup>nd</sup> thru 4 <sup>th</sup> sign	\$25.00 (each)	\$25.00	\$0.00	0%	
<b>Building Inspection Fees:</b>					
- Fee	per BU Fee Schedule	same			
<b>Hearing Fees:</b>					
- Building Code Appeal					
o Non-Refundable fee	\$300.00	\$250.00	\$50.00	20%	
- Deposit	\$750.00	\$700.00	\$50.00	7%	
- Conditional Use					
o Non-Refundable fee	\$300.00	\$250.00	\$50.00	20%	
o Deposit	\$750.00	\$700.00	\$50.00	7%	
- Code Enforcement Board of Appeals	\$150.00	\$150.00	\$0.00	0%	
- Subdivision					
- Deposit	\$750.00	same			
- Engineering Fees	Per fee schedule	same			
- Zoning Hearing Board					
- Application Fee (non-refundable)	\$300.00	\$300.00	\$0.00	0%	
- Deposit	\$750.00	\$700.00	\$50.00	7%	
<b>Engineering Fees:</b>					
- Review of plans by Borough Engineer (per hour)	Per fee schedule	same			
- Inspection of Subdivisions by Borough Engineer (per hour)	Per fee schedule	same			
- Stormwater Management Plan Review (per hour)	Per fee schedule	same			
- Floodplain Permit Review	Per fee schedule	same			
<b>Plan Review Fees:</b>					
- Plans-Preliminary: Minor (Land Development)	\$50.00	New			
- Plans- Preliminary: Major (Land Development)	\$160.00	New			
- Plans- Final: Minor (Land Development)	\$75.00	New			
- Plans- Final: Major (Land Development)	\$100.00	New			
- Plans- Lot Consolidation (Subdivision, Re-Division)	\$75.00	New			
- All Resubmission Plans (Within a Three Year Period)					
o No Changes	\$75.00	New			
o Floodplain Review Fee	\$100.00 (Non-refundable)	New			
o Recording Fees	Subject to County Fees	New			
<b>PARKING</b>					
- Two (2) hour Parking (downtown):	\$35.00	\$35.00	\$0.00	0%	
- Parking	\$10.00	\$10.00	\$0.00	0%	
<i>Note: All unpaid fines past two (2) weeks are forwarded to Magistrate as State Citations.</i>					
<b>PARKS</b>					
- Park Rental Fees					
o Residents	\$150.00	\$150.00	\$0.00	0%	
o Non-Residents	\$250.00	\$250.00	\$0.00	0%	
- Summer Recreation Program					
- Single Registration	\$30.00	\$20.00	\$10.00	33%	
- Family Registration	\$60.00	\$40.00	\$20.00	33%	
<b>POLICE</b>					
- Copy of Accident Report	\$15.00 each	same			

BO 16

Incident Report Summary		\$15.00	Same		
Video		\$200.00 + costs	Same		
Civil appearance or contracted services		Per current CRA	Same		
<b>POLICE DEPARTMENT FINES</b>					
<b>Vehicle Towing and Storage Charges:</b>					
Maximum charge for conventional tow		Per fee schedule-Steel City Collision	Same		
Maximum additional charge for unconventional tow		Per fee schedule-Steel City Collision	Same		
Additional charge for roll-over/manipulation		Per fee schedule-Steel City Collision	Same		
Storage charge for first 24 hours		Per fee schedule-Steel City Collision	Same		
Suspension reinstatement fee		Per State of PA fee schedule	Same		
<b>Soliciting Permit/Transient Merchant License Fees:</b>					
6-month Permit		\$150.00	Same		
<b>False Alarm</b>					
First or second nuisance alarm		No Charge	Same		
Third nuisance alarm		\$50.00	Same		
Each subsequent Nuisance Alarm		\$100.00	Same		
<b>Inspections:</b>					
<b>Pawnbroker</b>					
License		\$50.00	Same		
Renewal		\$15.00	Same		
<b>Dumpster</b>					
		\$50.00	Same		
<b>PUBLIC WORKS- STREETS DIVISION</b>					
<b>Operator</b>					
	Actual cost, including benefits.	5	New		
		7	New		
Equipment (backhoes, snowplow, trucks, etc)		0	New		
		0	New		
		5	New		
		3	New		
Cleanup		0	New		
	Actual Cost	0	New		
	\$60.00 + \$0.50 per ft. over 50 feet	0	New		
Materials and repairs		Sawhorse - \$25.00, Type III-\$75.00	New		
Street Excavation/Opening Permit			New		
Sign Rental (except special events)		\$1.00 per linear foot	New		
Right of Way Construction Easement (Non-PUC Regulated)			New		
<b>RIGHT TO KNOW REQUESTS</b>					
Black & White Copies (first 1,000)		Up to \$0.25 per copy	New	\$0.00	0%
Black & White Copies (beyond 1,000)		Up to \$0.20 per copy	New		
Color Copies		Up to \$0.50 per copy	New		
Specialized Documents		Up to actual cost	New		
Records Delivered via Email or Other Electronic Method		No additional fee may be imposed	New		
CD / DVD		Actual cost, not to exceed \$1.00 per disc	New		
Flash Drive		Actual cost	New		
Facsimile		Up to actual cost	New		
Other Media		Up to actual cost	New		
Reduction		No additional fee may be imposed	New		
Conversion to Paper		Up to \$0.25 per page	New		
Photographing a Record		No additional fee may be imposed	New		
Postage		Actual cost of USPS first-class postage	New		
Certification		Up to \$5.00 per record	New		
<b>SEWAGE SERVICE</b>					
Sewage Treatment Fees- ALCOSAN		\$11.14 per 1,000 gal.	Per ALCOSAN		
Sewage Treatment Fee- Borough		\$8.00 per 1,000 gal. per unit	same		
Customer Service Charge- ALCOSAN		\$7	Per ALCOSAN		
<b>Sewer Tap Fee (per tap)</b>					
Residential		\$2,000.00	\$1,000.00	\$1,000.00	100%
Commercial		\$2,580.00	\$1,250.00	\$1,250.00	100%
<b>Sewer Dye Test Fee</b>					
Residential		\$100.00	\$50.00	\$50.00	100%
Commercial		\$200.00	\$100.00	\$100.00	100%

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**BOROUGH OF CASTLE SHANNON  
RESOLUTION NUMBER 747**

**A RESOLUTION OF THE BOROUGH OF CASTLE SHANNON, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE DISPOSITION OF CERTAIN RECORDS OF THE BOROUGH IN ACCORDANCE WITH THE DISPOSITION SCHEDULE OF THE PENNSYLVANIA MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008, AS AMENDED**

WHEREAS, by virtue of prior Resolution the Borough of Castle Shannon, in accordance with the Pennsylvania Municipal Records Act, declared its intent to follow the schedules and procedures for the disposition of municipal records as set forth in the Municipal Records Manual approved December 16, 2008, as amended; and

WHEREAS, in accordance with the Pennsylvania Municipal Records Act, each individual act of disposition shall be approved by resolution of the Borough Council.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Castle Shannon hereby authorizes the disposition of the records set forth on the attached Exhibit A in accordance with the above referenced Municipal Records Manual.

ADOPTED by the Council of the Borough of Castle Shannon on this 12<sup>th</sup> day of February, 2024.

**ATTEST:**

**BOROUGH OF CASTLE SHANNON**

\_\_\_\_\_  
C. Michael Foote  
Borough Manager

\_\_\_\_\_  
Nancy Kovach  
President of Borough Council

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## ADMINISTRATION RETENTION SCHEDULE

	<b>Destroy Any Records Prior to:</b>
<b>Accounts Payable Files and Ledgers – FN-2 - Retain 7 years</b>	2017
<b>Accounts Receivable Files and Ledgers – FN-3 – Retain 7 years</b>	2017
<b>Bank Statements – FN-9 - Retain 7 years</b>	2017
<b>Check Registers – FN-11 – Retain 7 years</b>	2017
<b>Deposit Slips – FN-13 – Retain 7 years</b>	2017

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## POLICE RETENTION SCHEDULE

	<b>Destroy Any Records Prior to:</b>
<b>Calibration Records</b>	2019
<b>Citations – Traffic &amp; Non-Traffic</b>	2021
<b>Criminal History / Investigatory Case Files</b>	2004
<b>Criminal History Dissemination Records – Requested Information</b>	2022
<b>Daily Activity Records – shift logs, officer activity, etc.</b>	2021
<b>Motor Vehicle Records – Accident Reports</b>	2019
<b>Parking Violation – Tickets</b>	2023
<b>Permits – Solicitor, parking</b>	2021
<b>Temporary Detention Records</b>	2021
<b>Towing Records</b>	2022
<b>Vacation/Vacant House Check Records</b>	2024

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FINANCIAL REPORT

January 2024

Fin l



**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

02/07/2024

08:46 AM

Revenue Account Range: First to Last

Include Non-Anticipated: Yes

Current Period: 02/01/24 to 02/07/24

Expend Account Range: First to Last

Include Non-Budget: No

Print Zero YTD Activity: No

2024 As Of: 01/31/24

Revenue Account	Description	2024 Budgeted	2024 Actual
01-00-301-100	Real Estate Taxes-Current Year	4,039,879.00	0.00
01-00-301-500	Real Estate Taxes-Liened	120,000.00	1,278.33
	<b>301 REAL ESTATE TAXES</b>	<b>4,159,879.00</b>	<b>1,278.33</b>
01-00-310-100	Real Estate Transfer Taxes	120,000.00	7,010.67
01-00-310-210	Earned Income Taxes-Current	1,200,000.00	59,468.80
01-00-310-230	Earned Income Taxes-Delinquent	15,000.00	2,308.44
01-00-310-510	Local Services Tax	85,000.00	2,943.75
01-00-310-520	Local Services Tax - Prior Year	8,000.00	0.00
01-00-310-530	Local Services Tax - Delinquent	500.00	0.00
01-00-310-700	Mechanical Device Tax	14,000.00	6,400.00
	<b>310 ACT 511 TAXES</b>	<b>1,442,500.00</b>	<b>78,131.66</b>
01-00-321-800	Cable Television Franchise	160,000.00	0.00
01-00-322-820	STREET ENCROACHMENTS	6,000.00	180.00
01-00-331-100	District Attorney Fines	15,000.00	1,153.78
01-00-331-110	District Justice Fines	40,000.00	2,280.17
01-00-331-120	PennDot Fines	1,500.00	0.00
	<b>331 FINES</b>	<b>56,500.00</b>	<b>3,433.95</b>
01-00-341-000	INTEREST EARNINGS CHECKING	1,200.00	49.56
01-00-341-100	INTEREST EARNINGS PLGIT	50.00	96.41
	<b>341 INTEREST EARNINGS CHECKING</b>	<b>1,250.00</b>	<b>145.97</b>
01-00-351-010	ARPA	460,564.00	0.00
01-00-355-010	Public Utility Realty Tax	4,600.00	0.00
01-00-355-011	Act 13	1,500.00	0.00
01-00-355-044	County Sales & Use Tax	385,000.00	32,773.41
01-00-355-080	Beverage Licenses	2,450.00	0.00
01-00-355-120	Foreign Casualty Ins Premium	225,000.00	0.00
01-00-355-130	Foreign Fire Ins Premium	44,000.00	0.00
	<b>355 STATE SHARED REVENUE</b>	<b>662,550.00</b>	<b>32,773.41</b>
01-00-361-310	Planning Commission Fees	500.00	0.00
01-00-361-340	Zoning Hearing Board Fees	500.00	0.00
01-00-361-500	Sale of Publications	2,500.00	90.00
	<b>361 GENERAL GOVERNMENT</b>	<b>3,500.00</b>	<b>90.00</b>
01-00-362-011	Federally Forfeited Property	60,000.00	0.00
01-00-362-100	Police Services	70,000.00	27,907.79
01-00-362-101	Keystone Oaks School Guards	35,000.00	0.00
01-00-362-410	Building Permits	75,000.00	4,869.70
01-00-362-500	Police/Fire False Alarms	1,000.00	250.00
	<b>362 PUBLIC SAFETY</b>	<b>241,000.00</b>	<b>33,027.49</b>
01-00-363-210	Parking Fines	4,500.00	480.00
01-00-363-510	Penndot Snow Contract	15,000.00	16,719.30

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**Castle Shannon Borough  
JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
	363 HIGHWAY AND STREETS	19,500.00	17,199.30
01-00-365-500	ANIMAL CONTROL	50.00	2.50
01-00-367-000	CULTURE-RECREATION	2,000.00	0.00
01-00-367-300	Park Fees	8,000.00	1,300.00
	<b>367 CULTURE-RECREATION</b>	<b>10,000.00</b>	<b>1,300.00</b>
01-00-380-000	MISCELLANEOUS REVENUES	3,500.00	5,363.00
01-00-380-100	Surplus Vehicle Sale	40,000.00	0.00
01-00-380-101	Tax Certifications/Duplicates	15,000.00	396.00
01-00-380-300	Memorial/Community Day Donations	13,000.00	0.00
01-00-380-351	Baldwin Twp/Workers Comp	4,500.00	0.00
01-00-380-400	Health Insurance Contribution	13,000.00	1,774.80
01-00-380-500	Flexible Spending Account	7,000.00	56.02
	<b>380 MISCELLANEOUS REVENUES</b>	<b>96,000.00</b>	<b>7,589.82</b>
01-00-383-500	ICE CASTLE-ANNUAL ASSESSMEN	20,000.00	0.00
01-00-392-362	Transfer from Sanitary Sewer Fund	150,000.00	150,000.00
01-00-399-000	FUND BALANCE FORWARD	650,000.00	480,206.13
	<b>00 Total</b>	<b>8,139,293.00</b>	<b>805,358.56</b>
	<b>GENERAL FUND EXPENDITURES Reven</b>	<b>8,139,293.00</b>	<b>805,358.56</b>

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-000-000	GENERAL FUND EXPENDITURES	0.00	0.00
01-00-400-000	LEGISLATIVE BODY	0.00	0.00
01-00-400-111	Council Salary	17,500.00	2,499.96
01-00-400-112	Mayor Salary	2,500.00	416.66
01-00-400-158	Life Insurance	480.00	33.60
01-00-400-210	Office Supplies	100.00	0.00
01-00-400-320	Communication	10,000.00	0.00
01-00-400-324	Telephone	720.00	58.52
01-00-400-420	Dues & Memberships	2,000.00	560.00
01-00-400-460	Meetings & Conferences	6,500.00	170.00
	<b>400 LEGISLATIVE BODY</b>	<b>39,800.00</b>	<b>3,738.74</b>
01-00-401-000	EXECUTIVE	0.00	0.00
01-00-401-121	Salary	103,000.00	11,884.62
01-00-401-122	Pension Contribution	8,240.00	950.79
01-00-401-152	Dental Insurance	480.00	31.71
01-00-401-155	Optical Insurance	140.00	8.14
01-00-401-156	Health/Hospital Insurance	5,165.00	1,015.86
01-00-401-158	Life Insurance	1,100.00	91.95
01-00-401-210	Office Supplies	250.00	0.00
01-00-401-420	Dues & Memberships	2,500.00	379.00
01-00-401-460	Meetings & Conferences	3,500.00	25.00
	<b>401 EXECUTIVE</b>	<b>124,375.00</b>	<b>14,387.07</b>
01-00-402-000	FINANCIAL ADMINISTRATION	0.00	0.00
01-00-402-311	Auditor Services	21,000.00	0.00

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Castle Shannon Borough  
 JANUARY BUDGET VERSUS ACTUAL

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-403-000	TAX COLLECTION	0.00	0.00
01-00-403-114	Real Estate-Current Fees	8,300.00	938.64
01-00-403-115	Real Estate-Delinquent Fees	5,500.00	7,044.79
01-00-403-116	Tax Certification/Duplicate Fees	15,000.00	874.00
01-00-403-158	Life Insurance	60.00	4.80
01-00-403-210	Office Supplies	2,000.00	64.13
01-00-403-212	Tax Duplicates	2,200.00	25.00
01-00-403-316	Software Services	1,500.00	0.00
01-00-403-317	Wage Tax Collection	500.00	355.36
01-00-403-400	Real Estate-Lien Collection	24,000.00	234.87
01-00-403-460	Meetings & Conferences	100.00	85.00
01-00-403-500	Tax Refunds	1,500.00	0.00
01-00-403-501	Act 77 Refunds	1,500.00	0.00
	403 TAX COLLECTION	62,160.00	9,626.59
01-00-404-000	LAW	0.00	0.00
01-00-404-314	Labor Counsel Services	35,000.00	8,181.44
01-00-404-316	Solicitor Retainer	4,500.00	375.00
01-00-404-317	Solicitor Services	15,000.00	1,533.50
	404 LAW	54,500.00	10,089.94
01-00-405-000	CLERK/SECRETARY	0.00	0.00
01-00-405-141	Assistant Manager	68,289.00	9,879.50
01-00-405-142	Accounts Payable Clerk	46,350.00	5,346.00
01-00-405-143	Secretary/Part-time Wages	26,000.00	0.00
01-00-405-156	Health/Hospital Insurance	29,660.00	2,567.80
01-00-405-158	Life Insurance	1,600.00	108.91
01-00-405-210	Office Supplies	1,500.00	164.67
01-00-405-212	Forms	2,000.00	24.28
01-00-405-325	Postage	3,000.00	2,538.40
01-00-405-341	Advertising	4,000.00	153.45
01-00-405-420	Meetings & Conferences	500.00	150.00
	405 CLERK/SECRETARY	182,899.00	20,933.01
01-00-406-000	PERSONNEL ADMINISTRATION	0.00	0.00
01-00-406-100	Employee Hiring Costs	500.00	0.00
01-00-406-159	Asst Mgmt-ICMA	2,000.00	2,000.00
01-00-406-160	Pension/Retirement	198,828.00	357.08
01-00-406-161	F I C A	238,000.00	15,128.52
01-00-406-163	Ambulance Subscriptions	150.00	0.00
01-00-406-164	Employer FSA Contributions	5,000.00	392.22
01-00-406-316	Payroll Service	15,000.00	1,792.86
01-00-406-350	Insurance & Bonding	106,000.00	1,050.00
01-00-406-354	Workers Compensation	130,000.00	11,052.00
	406 PERSONNEL ADMINISTRATION	695,478.00	31,772.68
01-00-407-000	DATA PROCESSING	0.00	0.00
01-00-407-201	Computer Supplies	100.00	0.00
01-00-407-202	Copier Supplies	500.00	146.00
01-00-407-203	Website Maintenance	3,500.00	150.00
01-00-407-316	Software Services	14,500.00	9,000.00

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

02/07/2024

08:46 AM

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-407-374	Computer Maintenance Agreement	18,000.00	1,392.50
01-00-407-375	Copier Maintenance Agreement	4,000.00	0.00
01-00-407-377	Printer Maintenance	250.00	0.00
01-00-407-452	Contracted Services	650.00	0.00
01-00-407-700	Computer/Fax	400.00	111.23
	<b>407 DATA PROCESSING</b>	<b>41,900.00</b>	<b>10,799.73</b>
01-00-408-000	ENGINEER	0.00	0.00
01-00-408-316	Engineer Service Fees	30,000.00	770.26
01-00-409-000	GENERAL GOVERNMENT BUILDIN	0.00	0.00
01-00-409-141	Custodian Wages	8,240.00	878.17
01-00-409-220	Operating Supplies	7,000.00	172.15
01-00-409-260	Small Tools & Minor Equipment	800.00	0.00
01-00-409-321	Telephone	9,000.00	595.99
01-00-409-325	Internet Fees	800.00	124.85
01-00-409-361	Electricity	30,000.00	918.28
01-00-409-362	Gas	8,500.00	2,440.14
01-00-409-364	Sewage	2,000.00	127.39
01-00-409-366	Water	2,600.00	264.91
01-00-409-373	Repairs to Building	28,000.00	13,827.67
01-00-409-376	Landscaping Materials	1,000.00	0.00
01-00-409-377	Heating System Maintenance	2,100.00	0.00
01-00-409-452	Contracted Services	30,000.00	1,143.09
01-00-409-453	Furniture & Equipment	5,000.00	0.00
	<b>409 GENERAL GOVERNMENT BUILDING</b>	<b>135,040.00</b>	<b>20,492.64</b>
01-00-410-000	POLICE	0.00	0.00
01-00-410-122	Chief's Salary	148,802.00	17,169.30
01-00-410-123	Lieutenant's Wages	236,822.00	27,206.29
01-00-410-131	Sargeant's Wages	444,484.00	50,584.12
01-00-410-132	Patrolman's Wages	781,513.00	79,757.84
01-00-410-140	Parking Enforcement Officer	15,101.00	1,588.96
01-00-410-141	Clerk's Wages	48,070.00	5,712.40
01-00-410-142	School Guard Wages	89,379.00	6,859.02
01-00-410-152	Dental Insurance	18,500.00	1,193.40
01-00-410-155	Optical Insurance	3,600.00	256.41
01-00-410-156	Health/Hospital Insurance	255,360.00	19,592.47
01-00-410-158	Life Insurance	22,920.00	781.66
01-00-410-160	Pension/Retirement	365,619.00	0.00
01-00-410-161	Chief's Pension	22,320.00	2,575.41
01-00-410-163	Ambulance Subscriptions	160.00	0.00
01-00-410-179	Court Time	30,000.00	1,685.91
01-00-410-182	Longevity	63,800.00	7,527.17
01-00-410-183	Overtime	85,000.00	6,830.66
01-00-410-187	Special Detail	70,000.00	37,551.95
01-00-410-188	Holiday Pay	54,106.00	0.00
01-00-410-189	Vacation Buy Back	12,225.00	0.00
01-00-410-190	Sick Days Buy Back	45,000.00	29,100.00
01-00-410-191	Uniform Allowance/Police	21,000.00	14,764.49
01-00-410-192	Uniform Allowance/School Guard	2,800.00	0.00
01-00-410-210	Office Supplies	5,000.00	472.98

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Castle Shannon Borough  
 JANUARY BUDGET VERSUS ACTUAL

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-410-212	Forms	600.00	0.00
01-00-410-213	Minor Equipment	10,000.00	0.00
01-00-410-220	Operating Supplies	9,000.00	0.00
01-00-410-231	Vehicle Fuel	35,000.00	2,740.82
01-00-410-239	Tires	4,000.00	0.00
01-00-410-240	Other Operating Supplies/D.A.R	3,000.00	0.00
01-00-410-316	Software Services	105,000.00	28,280.50
01-00-410-321	Telephone	7,000.00	486.03
01-00-410-322	MDT Air Cards	4,000.00	280.07
01-00-410-324	Mobile Phone	2,000.00	174.28
01-00-410-325	Postage	700.00	0.00
01-00-410-326	Court Parking	150.00	0.00
01-00-410-327	Police Radio Maintenance	2,000.00	0.00
01-00-410-328	Police Radio Installation	4,000.00	0.00
01-00-410-372	Parking Meter Repair	2,500.00	0.00
01-00-410-374	Vehicle Repair/Parts	30,000.00	766.19
01-00-410-375	Speed Control Equipment	2,500.00	0.00
01-00-410-377	Copier Maintenance	3,500.00	312.76
01-00-410-420	Dues	3,000.00	820.00
01-00-410-452	Animal Control Service	35,000.00	0.00
01-00-410-453	Contracted Services	3,000.00	4,298.53
01-00-410-460	Meetings and Conferences	6,000.00	85.00
01-00-410-461	Officer Training	15,000.00	1,065.00
01-00-410-462	Education Reimbursement	5,000.00	0.00
01-00-410-542	Community Programs	2,000.00	1,000.00 -
01-00-410-742	Computer	16,000.00	0.00
01-00-410-743	Computer Maintenance	18,000.00	1,500.00
01-00-410-744	MDT-Lap Tops	14,000.00	0.00
01-00-410-747	Speed Monitor Maintenance	5,500.00	0.00
01-00-410-748	K-9 Expense	6,000.00	4,601.54
01-00-410-749	K-9 Handler	3,500.00	245.00
01-00-410-752	Truck Inspection	2,000.00	0.00
01-00-410-753	AED Maintenance	3,000.00	129.00
01-00-410-754	Asset Forfeiture Purchases	60,000.00	0.00
	<b>410 POLICE</b>	<b>3,263,531.00</b>	<b>355,995.16</b>
01-00-411-000	FIRE	0.00	0.00
01-00-411-163	VFD Relief Assoc.	44,000.00	0.00
01-00-411-363	Hydrant Service	28,000.00	2,415.70
01-00-411-383	Fire Department Warehouse Lease	40,000.00	3,332.67 -
01-00-411-550	Fire Department Donation	75,000.00	0.00
	<b>411 FIRE</b>	<b>187,000.00</b>	<b>916.97 -</b>
01-00-412-530	Ambulance/Rescue Assessment	136,841.00	0.00
01-00-412-531	EM Equipment/Training	3,500.00	0.00
	<b>412 Total</b>	<b>140,341.00</b>	<b>0.00</b>
01-00-413-000	PROTECTIVE INSPECTION	0.00	0.00
01-00-413-130	Building Official Wages	63,247.00	8,100.65
01-00-413-134	Building & Codes Assistant	40,000.00	2,974.88
01-00-413-143	Secretary Wages	46,350.00	5,537.83

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

02/07/2024

08:46 AM

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-413-152	Dental Insurance	2,760.00	96.96
01-00-413-155	Optical Insurance	552.00	20.35
01-00-413-156	Hospital Insurance	37,584.00	1,468.59
01-00-413-158	Life Insurance	800.00	44.34
01-00-413-163	Ambulance Subscriptions	80.00	0.00
01-00-413-210	Office Supplies	300.00	4.37
01-00-413-212	Forms	150.00	54.00
01-00-413-220	Operating Supplies	2,400.00	21.57
01-00-413-324	Mobile Phone	1,600.00	124.43
01-00-413-325	Postage	1,000.00	61.66
01-00-413-374	Vehicle Repairs	1,000.00	1,170.96
01-00-413-375	Fuel	1,500.00	167.55
01-00-413-420	Dues	1,200.00	0.00
01-00-413-452	Contracted Outside Services	45,000.00	7,286.00
01-00-413-460	Meetings & Conferences	6,000.00	15.00
	<b>413 PROTECTIVE INSPECTION</b>	<b>251,523.00</b>	<b>27,149.14</b>
01-00-414-000	<b>PLANNING &amp; ZONING</b>	<b>0.00</b>	<b>0.00</b>
01-00-414-212	Forms	500.00	0.00
01-00-414-314	Special Legal Services	2,000.00	0.00
01-00-414-341	Advertising	1,500.00	0.00
01-00-414-420	Dues	1,200.00	0.00
01-00-414-500	Refunds	1,500.00	0.00
	<b>414 PLANNING &amp; ZONING</b>	<b>6,700.00</b>	<b>0.00</b>
01-00-427-000	<b>SOLID WASTE COLLECTION</b>	<b>0.00</b>	<b>0.00</b>
01-00-427-450	Garbage Hauling	1,050,000.00	37,950.31
01-00-427-453	Fire Dept. Site Glass Pickup	1,250.00	400.00
	<b>427 SOLID WASTE COLLECTION</b>	<b>1,051,250.00</b>	<b>38,350.31</b>
01-00-430-000	<b>HIGHWAY MAINTENANCE-GENERAL</b>	<b>0.00</b>	<b>0.00</b>
01-00-430-142	Driver's Wages	473,800.00	53,560.70
01-00-430-143	Part-time Seasonal Workers	15,000.00	1,500.00
01-00-430-152	Dental Insurance	9,000.00	678.72
01-00-430-155	Optical Insurance	1,700.00	142.45
01-00-430-156	Health/Hospital Insurance	95,120.00	9,027.57
01-00-430-158	Life Insurance	4,000.00	313.60
01-00-430-163	Ambulance Subscription	300.00	0.00
01-00-430-182	Longevity	5,500.00	820.00
01-00-430-183	Overtime	45,000.00	11,936.90
01-00-430-190	Sick Time Bonus	2,800.00	0.00
01-00-430-210	Office Supplies	100.00	0.00
01-00-430-220	Operating Supplies	10,000.00	27.50
01-00-430-231	Gasoline	5,000.00	285.57
01-00-430-232	Diesel Fuel	12,000.00	882.07
01-00-430-238	Clothing & Uniforms	8,000.00	570.76
01-00-430-239	Tires	7,000.00	0.00
01-00-430-251	Vehicle Repair/Maintenance	20,000.00	5,409.80
01-00-430-260	Small Tools & Equipment	8,500.00	393.09
01-00-430-321	Telephone	4,500.00	268.20
01-00-430-324	Mobile Phone	550.00	42.22

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Castle Shannon Borough  
 JANUARY BUDGET VERSUS ACTUAL

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-430-327	Radio Equipment Maintenance	2,500.00	779.31
01-00-430-361	Electricity	2,400.00	208.95
01-00-430-362	Gas	5,800.00	0.00
01-00-430-364	Sewage Charges	600.00	0.00
01-00-430-366	Water	720.00	0.00
01-00-430-373	Building Repair	3,500.00	0.00
01-00-430-374	Equipment Repair	10,000.00	476.96
01-00-430-453	Contracted Tree Removal	5,000.00	0.00
01-00-430-454	PA One Call Service	500.00	61.50
01-00-430-460	Meetings & Conferences	1,500.00	0.00
	430 HIGHWAY MAINTENANCE-GENERAL	760,390.00	87,385.87
01-00-432-000	HIGHWAY MAINTENANCE-SNOW &	0.00	0.00
01-00-432-221	Calcium Chloride	1,000.00	0.00
01-00-433-000	HIGHWAY MAINTENANCE-SIDEWA	0.00	0.00
01-00-433-220	Signs	10,000.00	0.00
01-00-433-361	Electricity	3,800.00	33.39
01-00-433-374	Equipment Repair	3,000.00	0.00
01-00-433-376	Crosswalk Paint	5,000.00	0.00
	433 HIGHWAY MAINTENANCE-SIDEWAL	21,800.00	33.39
01-00-435-000	HWY MAINTENANCE-STREETSCAI	0.00	0.00
01-00-435-251	Decorative St. Light Repair	5,000.00	0.00
01-00-435-253	Brick Repair and Replacement	5,000.00	0.00
01-00-435-255	Banner/Flag Repair and Replacemen	5,000.00	0.00
01-00-435-258	Landscaping/Planting	5,000.00	0.00
01-00-435-259	Street Furniture Maintenance	5,000.00	0.00
01-00-435-260	Curb and Line Painting	5,000.00	0.00
	435 HWY MAINTENANCE-STREETSCAPI	30,000.00	0.00
01-00-436-000	HWY MAINTENANCE-STORM SEW	0.00	0.00
01-00-436-374	Storm Sewer Repair	35,000.00	0.00
01-00-438-000	HWY MAINTENANCE-HWYS & BRID	0.00	0.00
01-00-438-220	Operating Supplies	1,000.00	0.00
01-00-438-221	Cold Patch	2,500.00	0.00
	438 HWY MAINTENANCE-HWYS & BRID	3,500.00	0.00
01-00-451-000	CULTURE & RECREATION	0.00	0.00
01-00-451-300	Entertainment Services	8,000.00	84.99
01-00-451-450	Rec. Share - Dormont Pool	4,000.00	0.00
	451 CULTURE & RECREATION	12,000.00	84.99
01-00-454-000	PARKS	0.00	0.00
01-00-454-120	Summer Recreation Director	2,863.00	0.00
01-00-454-121	Supervisor's Wages	2,060.00	0.00
01-00-454-141	Recreation Counselors Wages	9,000.00	0.00
01-00-454-142	Security Officer	2,163.00	0.00
01-00-454-220	Operating Supplies	6,500.00	21.00
01-00-454-221	Recreation Program	2,000.00	0.00
01-00-454-252	Repair Material	1,000.00	0.00
01-00-454-260	Minor Equipment	500.00	60.46

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Castle Shannon Borough  
JANUARY BUDGET VERSUS ACTUAL

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
01-00-454-361	Electricity	1,500.00	82.25
01-00-454-364	Sewage	750.00	44.28
01-00-454-366	Water	1,600.00	91.47
01-00-454-373	Repairs to Building	5,000.00	0.00
01-00-454-374	Park Maintenance	7,000.00	134.90
01-00-454-375	Tree Removal	2,000.00	0.00
01-00-454-376	Landscaping	7,500.00	0.00
01-00-454-500	Refunds	5,000.00	0.00
	454 PARKS	56,436.00	434.36
01-00-455-000	TREES	0.00	0.00
01-00-455-700	Street Tree Maintenance	2,500.00	0.00
01-00-457-000	CIVIL & MILITARY CELEBRATIONS	0.00	0.00
01-00-457-540	Civic Group Contributions	10,000.00	0.00
01-00-457-543	Memorial Day	2,000.00	0.00
01-00-457-546	Community Day	20,000.00	0.00
	457 CIVIL & MILITARY CELEBRATIONS	32,000.00	0.00
01-00-463-000	ECONOMIC DEVELOPMENT	0.00	0.00
01-00-463-112	Department Wages	50,289.00	5,802.60
01-00-463-196	Health/Hospital Insurance	6,500.00	644.63
01-00-463-198	Life Insurance	630.00	52.20
01-00-463-248	Development Supplies	2,000.00	50.00
01-00-463-310	Professional Services	20,000.00	170.00
01-00-463-341	Advertising	2,500.00	0.00
01-00-463-372	Projects	75,000.00	0.00
01-00-463-420	Dues & Memberships	1,000.00	0.00
01-00-463-453	Website Maintenance	1,000.00	0.00
01-00-463-454	Community Events	5,000.00	0.00
01-00-463-460	Meetings & Conferences	1,500.00	0.00
	463 ECONOMIC DEVELOPMENT	165,419.00	6,719.43
01-00-481-000	INTERGOVERNMENTAL EXPENDIT	0.00	0.00
01-00-481-510	Shacog/Dues	10,000.00	0.00
01-00-492-000	INTERFUND OPERATING TRANSFER	0.00	0.00
01-00-492-180	Transfer to Capital Projects	150,000.00	0.00
01-00-492-210	Transfer to Emp/Ret Sinking	100,000.00	20,000.00
01-00-492-221	Transfer to Capital Reserve Fund	150,000.00	0.00
	492 INTERFUND OPERATING TRANSFER	400,000.00	20,000.00
	00 GENERAL FUND EXPENDITURES	7,817,542.00	657,846.34
	GENERAL FUND EXPENDITUR Expendit	7,817,542.00	657,846.34

01 GENERAL FUND EXPENDITURES	Prior	Current	YTD
Revenues:	0.00	0.00	805,358.56
Expenditures:	0.00	0.00	657,846.34
Net Income:	0.00	0.00	147,512.22

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
02-00-301-100	Real Estate Taxes-Current	106,000.00	0.00
02-00-301-500	Real Estate Taxes-Liened	3,500.00	50.85
	301 REAL ESTATE TAXES	109,500.00	50.85
02-00-399-000	FUND BALANCE FORWARD	45,000.00	41,554.81
	00 Total	154,500.00	41,605.66
	STREET LIGHTING FUND Revenue Total	154,500.00	41,605.66

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
02-00-434-000	STREET LIGHTING EXPENDITURE	0.00	0.00
02-00-434-361	Electricity	109,000.00	10,126.37
	STREET LIGHTING FUND Expenditure Total	109,000.00	10,126.37

02 STREET LIGHTING FUND	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	41,605.66
Expenditures:	0.00	0.00	10,126.37
Net Income:	0.00	0.00	31,479.29

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Castle Shannon Borough  
 JANUARY BUDGET VERSUS ACTUAL

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
08-00-341-000	Interest Earnings	23,000.00	513.76
08-00-341-001	PLGIT Interest	0.00	2,025.01
	341 Interest Earnings	23,000.00	2,538.77
08-00-364-111	Dye Test Fees	5,000.00	150.00
08-00-364-121	Delinquent Sewage Collections	150,000.00	641.37
08-00-364-123	Sewage Billing Collections	3,121,370.00	271,898.83
08-00-364-600	Alcosan Billing Refund	12,000.00	0.00
	364 SANITATION	3,288,370.00	272,690.20
08-00-399-000	Fund Balance Forward	3,500,000.00	3,688,180.87
	00 Total	6,811,370.00	3,963,409.84
	SANITARY SEWER FUND Revenue Total:	6,811,370.00	3,963,409.84

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
08-00-429-000	WASTEWATER COLLECTION	0.00	0.00
08-00-429-210	Office Supplies	100.00	0.00
08-00-429-220	Operating Supplies	3,000.00	183.84
08-00-429-231	Gasoline	1,800.00	85.67
08-00-429-238	Clothing & Uniforms	200.00	0.00
08-00-429-250	Vehicle Repair Supplies	3,000.00	0.00
08-00-429-260	Small Tools & Equipment	250.00	0.00
08-00-429-302	Line Cleaning & CCTV Inspect	15,000.00	0.00
08-00-429-306	Structural Repairs	150,000.00	0.00
08-00-429-314	EPA SSO Flow Monitoring	30,000.00	0.00
08-00-429-316	Engineering Fees	90,000.00	5,971.35
08-00-429-361	Electricity	1,000.00	64.64
08-00-429-364	Alcosan Charges	2,467,262.00	0.00
08-00-429-365	PAWC Shutoff Charges	500.00	0.00
08-00-429-366	Sewage Billing	33,700.00	203.49
08-00-429-374	Sewer Repair	40,000.00	0.00
08-00-429-452	Contract Sewer Repair	13,000.00	0.00
08-00-429-453	Pump Station Maintenance	10,000.00	0.00
08-00-429-460	Meetings & Conferences	100.00	0.00
08-00-429-500	Customer Refunds	1,000.00	0.00
08-00-429-701	Sewer Camera Repairs	3,000.00	0.00
	429 WASTEWATER COLLECTION	2,862,912.00	6,508.99
08-00-430-701	F550 Upfit	52,000.00	0.00
08-00-492-000	INTERFUND OPERATING TRANSFER	0.00	0.00
08-00-492-180	Transfer to Capital Projects	725,000.00	0.00
08-00-492-181	Transfer to General Fund	150,000.00	150,000.00
08-00-492-182	Transfer to Debt Service	150,000.00	0.00
08-00-492-183	Transfer to Capital Reserve Fund	150,000.00	0.00
	492 INTERFUND OPERATING TRANSFER	1,175,000.00	150,000.00
	60 SANITARY SEWER FUND	4,089,912.00	156,508.99

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Castle Shannon Borough  
JANUARY BUDGET VERSUS ACTUAL

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>	
	SANITARY SEWER FUND Expenditure Tr	4,089,912.00	156,508.99	
	08 SANITARY SEWER FUND			
		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
	Revenues:	0.00	0.00	3,963,409.84
	Expenditures:	0.00	0.00	156,508.99
	Net Income:	0.00	0.00	3,806,900.85

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Castle Shannon Borough  
 JANUARY BUDGET VERSUS ACTUAL

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
18-00-301-100	Real Estate Taxes-Current Year	233,561.00	0.00
18-00-301-500	Real Estate Taxes-Liened	7,000.00	110.52
	301 REAL ESTATE TAXES	240,561.00	110.52
18-00-332-100	Hamilton Park Tender Agreement	0.00	404,997.15
18-00-341-000	Interest Earnings	700.00	124.67
18-00-354-122	DCED COVID-19 ARPA	0.00	150,000.00
18-00-392-011	Transfer from Sewer Fund	725,000.00	0.00
18-00-392-012	Transfer from Bond Fund	6,600,000.00	0.00
	392 Total	7,325,000.00	0.00
18-00-399-000	Fund Balance Forward	458,000.00	426,791.58
	00 Total	8,024,261.00	982,023.92
	<b>CAPITAL PROJECTS Revenue Totals</b>	<b>8,024,261.00</b>	<b>982,023.92</b>

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
18-00-000-000	CAPITAL PROJECTS	0.00	0.00
18-00-400-400	Line of Credit Fees	1,000.00	0.00
18-00-403-500	Real Estate Tax Refunds	200.00	0.00
18-00-407-000	DATA PROCESSING	0.00	0.00
18-00-407-711	IT Support	10,000.00	64.25
18-00-408-316	Engineer Service Fees	100,000.00	6,725.30
18-00-409-000	GOVERNMENT BUILDINGS	0.00	0.00
18-00-409-373	Repairs to Government Building	140,000.00	0.00
18-00-410-000	POLICE	0.00	0.00
18-00-410-742	Computer Infrastructure	17,000.00	120.00
18-00-413-000	PROTECTIVE INSPECTION	0.00	0.00
18-00-413-700	Video Camera	17,000.00	240.00
18-00-430-000	HWY MAINTENANCE-GENERAL	0.00	0.00
18-00-430-701	Truck Purchase	127,345.00	0.00
18-00-435-000	HWY MAINTENANCE-SIDEWALKS	0.00	0.00
18-00-435-313	Engineer Service Fees	5,000.00	0.00
18-00-435-341	Advertising	1,000.00	0.00
18-00-435-452	Contract Services	50,000.00	3,758.48
	435 HWY MAINTENANCE-SIDEWALKS	56,000.00	3,758.48
18-00-436-000	HWY MAINTENANCE-STORM SEW	0.00	0.00
18-00-436-313	Engineering Fees	35,000.00	0.00
18-00-436-341	Advertising	4,000.00	0.00
18-00-436-452	Contracted Services-May St.	90,000.00	0.00
	436 HWY MAINTENANCE-STORM SEWE	129,000.00	0.00
18-00-438-000	HWY MAINTENANCE-HWYS & BRID	0.00	0.00
18-00-438-200	Yard Restoration	4,000.00	0.00
18-00-438-313	Engineering Services	25,000.00	3,343.54
18-00-438-341	Advertising	2,000.00	0.00
18-00-438-452	Contract Paving	600,335.00	0.00
18-00-438-453	Guide Rail Installation/Repair	15,000.00	4,060.00

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**Castle Shannon Borough  
JANUARY BUDGET VERSUS ACTUAL**

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
18-00-438-604	RACP Match	876,572.00	0.00
	438 HWY MAINTENANCE-HWYS & BRID	1,522,907.00	7,403.54
18-00-454-000	PARKS	0.00	0.00
18-00-454-313	Engineering Fees	500,000.00	13,737.41
18-00-454-611	Playground Equipment	5,000.00	0.00
18-00-454-612	Park Equipment	1,000.00	0.00
18-00-454-613	Field Maintenance	20,000.00	0.00
18-00-454-616	Park Master Plan Improvements	4,769,203.00	56,609.47
18-00-454-620	Veterans Memorial Park	1,500.00	0.00
	454 PARKS	5,296,703.00	70,346.88
18-00-480-000	MAIN STREET	0.00	0.00
18-00-480-100	Professional Services	25,000.00	5,048.94
18-00-480-530	Community Revitalization	1,500.00	0.00
18-00-480-531	Wayfinding Study	0.00	275.00
18-00-480-532	Wayfinding Installation	37,422.00	0.00
	480 MAIN STREET	63,922.00	5,323.94
	<b>00 CAPITAL PROJECTS</b>	<b>7,481,077.00</b>	<b>93,982.39</b>
	<b>CAPITAL PROJECTS Expenditure Totals</b>	<b>7,481,077.00</b>	<b>93,982.39</b>

18 CAPITAL PROJECTS	Prior	Current	YTD
Revenues:	0.00	0.00	<del>82,023.92</del>
Expenditures:	0.00	0.00	<del>93,982.39</del>
Net Income:	0.00	0.00	<del>88,041.53</del>

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
21-00-392-010	Transfer from General Fund	100,000.00	20,000.00
21-00-399-000	Fund Balance Forward	10,000.00	399.20
	00 Total	110,000.00	20,399.20
	<b>SINKING FUND Revenue Totals</b>	<b>110,000.00</b>	<b>20,399.20</b>

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
21-00-000-000	SINKING FUND	0.00	0.00
21-00-406-000	PERSONNEL ADMINISTRATION	0.00	0.00
21-00-406-150	H R A	85,000.00	9,941.45
	<b>SINKING FUND Expenditure Totals</b>	<b>85,000.00</b>	<b>9,941.45</b>

21 SINKING FUND	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	0.00	0.00	20,399.20
<b>Expenditures:</b>	0.00	0.00	9,941.45
<b>Net Income:</b>	0.00	0.00	10,457.75

*Fin 15*

**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
22-00-301-100	Real Estate Taxes-Current	554,729.00	0.00
22-00-301-500	Real Estate Taxes-Liened	7,000.00	208.84
	301 REAL ESTATE TAXES	561,729.00	208.84
22-00-341-000	Interest Earnings	200,000.00	29,674.10
22-00-392-221	Transfer from Sewer Fund	150,000.00	0.00
22-00-399-000	Fund Balance Forward	6,656,000.00	6,864,920.23
	00 Total	7,567,729.00	6,894,803.17
	SINKING FUND/BOND Revenue Totals	7,567,729.00	6,894,803.17

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
22-00-000-000	SINKING FUND/BOND	0.00	0.00
22-00-403-500	Real Estate Tax Refunds	200.00	0.00
22-00-471-100	Debt Principal	395,000.00	0.00
22-00-472-100	Debt Interest	270,750.00	0.00
22-00-475-000	Fiscal Agent Fees	2,250.00	0.00
	00 SINKING FUND/BOND	668,200.00	0.00
	SINKING FUND/BOND Expenditure Total	668,200.00	0.00

22 SINKING FUND/BOND	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	6,894,803.17
Expenditures:	0.00	0.00	0.00
Net Income:	0.00	0.00	6,894,803.17

*Fin 16*

Castle Shannon Borough  
JANUARY BUDGET VERSUS ACTUAL

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
30-00-392-010	Transfer from General Fund	150,000.00	0.00
30-00-392-011	Transfer from Sewer Fund	150,000.00	0.00
	392 Total	300,000.00	0.00
	00 Total	300,000.00	0.00
	Fund 30 Revenue Totals	300,000.00	0.00

<u>30 Fund</u>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	0.00
Expenditures:	0.00	0.00	0.00
Net Income:	0.00	0.00	0.00

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
35-00-341-000	Interest Earnings	9,000.00	190.21
35-00-355-050	Motor Vehicle Fuel Taxes	227,462.00	0.00
35-00-399-000	Fund Balance Forward	48,000.00	43,513.01
	00 Total	284,462.00	43,703.22
	<b>LIQUID FUEL FUND Revenue Totals</b>	<b>284,462.00</b>	<b>43,703.22</b>

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
35-00-000-000	LIQUID FUEL FUND	0.00	0.00
35-00-430-000	LIQUID FUEL PURCHASES	0.00	0.00
35-00-430-741	Salt, Etc.	80,000.00	35,286.29
35-00-438-000	HWY MAINTENANCE-HWY REPAIR	0.00	0.00
35-00-438-313	Engineering Fees	15,000.00	0.00
35-00-438-341	Advertising	1,000.00	0.00
35-00-438-452	Contract Paving	150,000.00	0.00
	438 HWY MAINTENANCE-HWY REPAIRS	166,000.00	0.00
	00 LIQUID FUEL FUND	246,000.00	35,286.29
	<b>LIQUID FUEL FUND Expenditure Totals</b>	<b>246,000.00</b>	<b>35,286.29</b>

35 LIQUID FUEL FUND	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	43,703.22
Expenditures:	0.00	0.00	35,286.29
Net Income:	0.00	0.00	8,416.93

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Revenue Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
36-00-301-100	Real Estate Taxes-Current	125,645.00	0.00
36-00-301-500	Real Estate Taxes-Liened	6,000.00	46.62
	301 REAL ESTATE TAXES	131,645.00	46.62
36-00-331-200	Library Fines	200.00	82.56
36-00-341-000	Interest Earnings	50.00	5.16
36-00-354-070	State Aid	36,399.00	0.00
36-00-354-071	Table Game Revenue	5,591.00	0.00
	354 Total	41,990.00	0.00
36-00-357-036	A R A D	83,251.00	6,244.00
36-00-357-037	ACLA Grant	3,050.00	0.00
	357 Total	86,301.00	6,244.00
36-00-380-000	Miscellaneous	350.00	84.88
36-00-387-000	Contributions & Donations	13,000.00	242.46
36-00-387-100	Fundraising Proceeds	1,000.00	60.24
36-00-387-300	Computer Fees Revenue	500.00	114.35
	387 Contributions & Donations	14,500.00	417.05
36-00-399-000	Fund Balance Forward	36,110.00	45,120.15
	00 Total	311,146.00	52,000.42
	<b>LIBRARY FUND Revenue Totals</b>	<b>311,146.00</b>	<b>52,000.42</b>

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
36-00-456-000	LIBRARY	0.00	0.00
36-00-456-130	Library Director	60,971.00	6,932.64
36-00-456-133	Children's Librarian-ARAD	41,200.00	4,857.69
36-00-456-134	Clerical	42,612.00	4,916.76
36-00-456-140	Library Assistants	27,492.00	2,690.94
36-00-456-141	Programming Part-Time	12,051.00	1,227.75
36-00-456-142	Janitorial	7,001.00	618.08
36-00-456-156	Health Insurance	17,882.00	1,624.38
36-00-456-158	Life Insurance	1,900.00	141.96
36-00-456-161	F I C A	14,637.00	1,615.94
36-00-456-210	Office Supplies	1,250.00	0.00
36-00-456-220	Computer Supplies	1,250.00	0.00
36-00-456-222	Library Supplies	1,750.00	0.00
36-00-456-226	Janitorial Supplies	1,250.00	0.00
36-00-456-247	Adult Reference Books	13,000.00	882.15
36-00-456-248	Periodicals	900.00	432.59
36-00-456-252	Audio Material	6,062.00	0.00
36-00-456-253	Children's Books	4,500.00	8.99
36-00-456-254	DVD	4,000.00	216.16
36-00-456-255	Grant Materials	3,000.00	0.00
36-00-456-321	Telephone	2,400.00	194.38
36-00-456-325	Postage	200.00	71.00
36-00-456-354	Workers Compensation	473.00	46.00

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**Castle Shannon Borough**  
**JANUARY BUDGET VERSUS ACTUAL**

<u>Expend Account</u>	<u>Description</u>	<u>2024 Budgeted</u>	<u>2024 Actual</u>
36-00-456-420	Dues & Memberships	600.00	0.00
36-00-456-451	Contracted Services	925.00	0.00
36-00-456-453	Furniture & Equipment	3,500.00	2,260.26
36-00-456-460	Training & Conferences	500.00	0.00
36-00-456-462	Public Relations/Programs	6,000.00	483.44
36-00-456-463	Children's Programs	4,000.00	89.41
36-00-456-745	EIN Leasing-ARAD	10,000.00	3,297.50
	456 LIBRARY	291,306.00	32,608.02
	00 LIBRARY FUND	291,306.00	32,608.02
	LIBRARY FUND Expenditure Totals	291,306.00	32,608.02

36 LIBRARY FUND	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	52,000.42
Expenditures:	0.00	0.00	32,608.02
Net Income:	0.00	0.00	19,392.40

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Grand Totals	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	12,803,303.99
Expenditures:	0.00	0.00	996,299.85
Net Income:	0.00	0.00	11,807,004.14

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**Girard Pension Services**  
**4600 Broadway**  
**Allentown, PA 18104**  
**610-821-1331**

## Statement of Account

**CASTLE SHANNON BOROUGH POLICE**

**Account Number: 632-80435**

**For the Period January 1, 2023 Through December 31, 2023**

We hereby certify that to the best of our knowledge this report is complete and accurate pursuant to Section 401 (a) of the Internal Revenue Code. We further certify that the securities, mutual funds and cash on the listing of Summary of Investment Holdings held on dates illustrated in this report are or were held by Nationwide Trust Company as Pension Plan Custodian.

You should also receive a statement directly from your Pension Plan Custodian, Nationwide Financial. Please compare both statements for accuracy and contact your administrator, Kelle Kichline, at (610) 821-1331 with any questions concerning your account.

***Confidential And Privileged Information***

*Final*

January 1, 2023 to December 31, 2023

Account Name : CASTLE SHANNON BOROUGH POLICE

Account Number : 632-80435

## Account Summary

Beginning Market Value	\$5,941,983.02
Deposits:	
Contributions:	\$456,551.24
Asset Transfer In:	0.00
Total Deposits:	\$456,551.24
Payments:	
Withdrawals and Distributions:	(469,681.56)
Administrative Fees:	(36,351.81)
Total Payments:	(\$506,033.37)
Investment Change:	
Investment Gain	\$864,287.94
Interest	0.00
Investment Gain	\$864,287.94
Ending Market Value:	\$6,756,788.83

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### Account Transactions

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
Deposits			
01/13/2023	01/13/2023	Contribution	\$5,543.84
01/27/2023	01/27/2023	Contribution	\$4,435.32
02/10/2023	02/10/2023	Contribution	\$3,929.06
02/24/2023	02/24/2023	Contribution	\$3,993.82
03/10/2023	03/10/2023	Contribution	\$4,438.77
03/29/2023	03/29/2023	Contribution	\$4,139.77
04/10/2023	04/10/2023	Contribution	\$4,256.07
04/21/2023	04/21/2023	Contribution	\$4,108.68
05/05/2023	05/05/2023	Contribution	\$4,031.23
05/19/2023	05/19/2023	Contribution	\$4,501.64
06/01/2023	06/01/2023	Contribution	\$3,698.50
06/15/2023	06/15/2023	Contribution	\$3,304.39
06/29/2023	06/29/2023	Contribution	\$3,414.27
07/14/2023	07/14/2023	Contribution	\$3,730.05
07/28/2023	07/28/2023	Contribution	\$3,552.28
08/10/2023	08/10/2023	Contribution	\$3,833.86
08/25/2023	08/25/2023	Contribution	\$3,671.24
09/07/2023	09/07/2023	Contribution	\$3,764.02
09/22/2023	09/22/2023	Contribution	\$3,524.35
10/06/2023	10/06/2023	Contribution	\$353,613.00
10/06/2023	10/06/2023	Contribution	\$3,447.79
10/20/2023	10/20/2023	Contribution	\$3,538.61
11/02/2023	11/02/2023	Contribution	\$3,529.14
11/30/2023	11/30/2023	Contribution	\$3,542.70
12/14/2023	12/14/2023	Contribution	\$9,152.96
12/28/2023	12/28/2023	Contribution	\$3,855.88
<b>Sub Total:</b>			<b>\$456,551.24</b>
Price Correction			
02/01/2023	01/13/2023	Price Correction Adjustment (+/-)	\$0.00
02/01/2023	01/27/2023	Price Correction Adjustment (+/-)	\$0.00
03/02/2023	02/24/2023	Price Correction Adjustment (+/-)	\$0.00
<b>Sub Total:</b>			<b>\$0.00</b>

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### Account Transactions

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
<b>Third Party Fees</b>			
01/09/2023	01/09/2023	Advisory/Service Provider Fee	(\$8,912.98)
04/11/2023	04/11/2023	Third Party Fee	(\$9,208.16)
07/07/2023	07/07/2023	Advisory/Service Provider Fee	(\$9,396.39)
10/11/2023	10/11/2023	Third Party Fee	(\$8,834.28)
<b>Sub Total:</b>			<b>(\$36,351.81)</b>
<b>Trade Transaction</b>			
03/27/2023	03/27/2023	Exchange In - Variable to Variable	\$579,505.27
03/27/2023	03/27/2023	Exchange Out - Variable to Variable	(\$579,505.27)
06/23/2023	06/23/2023	Exchange In - Variable to Variable	\$193,384.45
06/23/2023	06/23/2023	Exchange Out - Variable to Variable	(\$193,384.45)
09/18/2023	09/18/2023	Exchange Out - Variable to Variable	(\$233,151.23)
09/18/2023	09/18/2023	Exchange In - Variable to Variable	\$233,151.23
12/18/2023	12/18/2023	Exchange In - Variable to Variable	\$124,080.93
12/18/2023	12/18/2023	Exchange Out - Variable to Variable	(\$124,080.93)
<b>Sub Total:</b>			<b>\$0.00</b>
<b>Withdrawals</b>			
01/26/2023	01/25/2023	Benefit Payment	(\$33,735.75)
02/23/2023	02/22/2023	Benefit Payment	(\$33,735.75)
03/28/2023	03/27/2023	Benefit Payment	(\$33,735.75)
04/25/2023	04/24/2023	Benefit Payment	(\$33,735.75)
05/25/2023	05/24/2023	Benefit Payment	(\$33,735.75)
06/26/2023	06/26/2023	Benefit Payment	(\$33,735.75)
07/26/2023	07/25/2023	Benefit Payment	(\$33,735.75)
08/28/2023	08/25/2023	Benefit Payment	(\$33,735.75)
09/05/2023	09/05/2023	Premature Participant Withdrawal	(\$64,567.17)
09/25/2023	09/25/2023	Benefit Payment	(\$33,735.75)
10/26/2023	10/25/2023	Benefit Payment	(\$33,735.75)
11/24/2023	11/24/2023	Benefit Payment	(\$33,735.75)
12/26/2023	12/22/2023	Benefit Payment	(\$34,021.14)
<b>Sub Total:</b>			<b>(\$469,681.56)</b>

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**Account Transactions**

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
		<b>TOTAL:</b>	<b>(\$49,482.13)</b>

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
01/25/23	CAMPBELL, JAMES L	\$2,252.94
01/25/23	CARUSO, JOSEPH A	\$5,117.33
01/25/23	CHEBERENCHICK, MICHAEL	\$5,598.55
01/25/23	CRAWFORD, JOHN D	\$3,088.86
01/25/23	FISHER, GERARD J	\$1,643.51
01/25/23	LANE, HAROLD C	\$4,560.31
01/25/23	MASON, BARBARA A	\$1,120.00
01/25/23	SMITH, DONALD E	\$3,452.15
01/25/23	SNIEGOCKI, ERVIN A	\$1,847.55
01/25/23	YONEK, THOMAS J	\$5,054.55
02/22/23	CAMPBELL, JAMES L	\$2,252.94
02/22/23	CARUSO, JOSEPH A	\$5,117.33
02/22/23	CHEBERENCHICK, MICHAEL	\$5,598.55
02/22/23	CRAWFORD, JOHN D	\$3,088.86
02/22/23	FISHER, GERARD J	\$1,643.51
02/22/23	LANE, HAROLD C	\$4,560.31
02/22/23	MASON, BARBARA A	\$1,120.00
02/22/23	SMITH, DONALD E	\$3,452.15
02/22/23	SNIEGOCKI, ERVIN A	\$1,847.55
02/22/23	YONEK, THOMAS J	\$5,054.55
03/27/23	CAMPBELL, JAMES L	\$2,252.94
03/27/23	CARUSO, JOSEPH A	\$5,117.33
03/27/23	CHEBERENCHICK, MICHAEL	\$5,598.55
03/27/23	CRAWFORD, JOHN D	\$3,088.86
03/27/23	FISHER, GERARD J	\$1,643.51
03/27/23	LANE, HAROLD C	\$4,560.31
03/27/23	MASON, BARBARA A	\$1,120.00
03/27/23	SMITH, DONALD E	\$3,452.15
03/27/23	SNIEGOCKI, ERVIN A	\$1,847.55
03/27/23	YONEK, THOMAS J	\$5,054.55
04/24/23	CAMPBELL, JAMES L	\$2,252.94
04/24/23	CARUSO, JOSEPH A	\$5,117.33
04/24/23	CHEBERENCHICK, MICHAEL	\$5,598.55
04/24/23	CRAWFORD, JOHN D	\$3,088.86
04/24/23	FISHER, GERARD J	\$1,643.51
04/24/23	LANE, HAROLD C	\$4,560.31
04/24/23	MASON, BARBARA A	\$1,120.00
04/24/23	SMITH, DONALD E	\$3,452.15
04/24/23	SNIEGOCKI, ERVIN A	\$1,847.55

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**Benefit Payments**

Run Date	Annuitant Name	Amount
04/24/23	YONEK, THOMAS J	\$5,054.55
05/24/23	CAMPBELL, JAMES L	\$2,252.94
05/24/23	CARUSO, JOSEPH A	\$5,117.33
05/24/23	CHEBERENCHICK, MICHAEL	\$5,598.55
05/24/23	CRAWFORD, JOHN D	\$3,088.86
05/24/23	FISHER, GERARD J	\$1,643.51
05/24/23	LANE, HAROLD C	\$4,560.31
05/24/23	MASON, BARBARA A	\$1,120.00
05/24/23	SMITH, DONALD E	\$3,452.15
05/24/23	SNIEGOCKI, ERVIN A	\$1,847.55
05/24/23	YONEK, THOMAS J	\$5,054.55
06/26/23	CAMPBELL, JAMES L	\$2,252.94
06/26/23	CARUSO, JOSEPH A	\$5,117.33
06/26/23	CHEBERENCHICK, MICHAEL	\$5,598.55
06/26/23	CRAWFORD, JOHN D	\$3,088.86
06/26/23	FISHER, GERARD J	\$1,643.51
06/26/23	LANE, HAROLD C	\$4,560.31
06/26/23	MASON, BARBARA A	\$1,120.00
06/26/23	SMITH, DONALD E	\$3,452.15
06/26/23	SNIEGOCKI, ERVIN A	\$1,847.55
06/26/23	YONEK, THOMAS J	\$5,054.55
07/25/23	CAMPBELL, JAMES L	\$2,252.94
07/25/23	CARUSO, JOSEPH A	\$5,117.33
07/25/23	CHEBERENCHICK, MICHAEL	\$5,598.55
07/25/23	CRAWFORD, JOHN D	\$3,088.86
07/25/23	FISHER, GERARD J	\$1,643.51
07/25/23	LANE, HAROLD C	\$4,560.31
07/25/23	MASON, BARBARA A	\$1,120.00
07/25/23	SMITH, DONALD E	\$3,452.15
07/25/23	SNIEGOCKI, ERVIN A	\$1,847.55
07/25/23	YONEK, THOMAS J	\$5,054.55
08/25/23	CAMPBELL, JAMES L	\$2,252.94
08/25/23	CARUSO, JOSEPH A	\$5,117.33
08/25/23	CHEBERENCHICK, MICHAEL	\$5,598.55
08/25/23	CRAWFORD, JOHN D	\$3,088.86
08/25/23	FISHER, GERARD J	\$1,643.51
08/25/23	LANE, HAROLD C	\$4,560.31
08/25/23	MASON, BARBARA A	\$1,120.00
08/25/23	SMITH, DONALD E	\$3,452.15

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
08/25/23	SNIEGOCKI, ERVIN A	\$1,847.55
08/25/23	YONEK, THOMAS J	\$5,054.55
09/25/23	CAMPBELL, JAMES L	\$2,252.94
09/25/23	CARUSO, JOSEPH A	\$5,117.33
09/25/23	CHEBERENCHICK, MICHAEL	\$5,598.55
09/25/23	CRAWFORD, JOHN D	\$3,088.86
09/25/23	FISHER, GERARD J	\$1,643.51
09/25/23	LANE, HAROLD C	\$4,560.31
09/25/23	MASON, BARBARA A	\$1,120.00
09/25/23	SMITH, DONALD E	\$3,452.15
09/25/23	SNIEGOCKI, ERVIN A	\$1,847.55
09/25/23	YONEK, THOMAS J	\$5,054.55
10/25/23	CAMPBELL, JAMES L	\$2,252.94
10/25/23	CARUSO, JOSEPH A	\$5,117.33
10/25/23	CHEBERENCHICK, MICHAEL	\$5,598.55
10/25/23	CRAWFORD, JOHN D	\$3,088.86
10/25/23	FISHER, GERARD J	\$1,643.51
10/25/23	LANE, HAROLD C	\$4,560.31
10/25/23	MASON, BARBARA A	\$1,120.00
10/25/23	SMITH, DONALD E	\$3,452.15
10/25/23	SNIEGOCKI, ERVIN A	\$1,847.55
10/25/23	YONEK, THOMAS J	\$5,054.55
11/24/23	CAMPBELL, JAMES L	\$2,252.94
11/24/23	CARUSO, JOSEPH A	\$5,117.33
11/24/23	CHEBERENCHICK, MICHAEL	\$5,598.55
11/24/23	CRAWFORD, JOHN D	\$3,088.86
11/24/23	FISHER, GERARD J	\$1,643.51
11/24/23	LANE, HAROLD C	\$4,560.31
11/24/23	MASON, BARBARA A	\$1,120.00
11/24/23	SMITH, DONALD E	\$3,452.15
11/24/23	SNIEGOCKI, ERVIN A	\$1,847.55
11/24/23	YONEK, THOMAS J	\$5,054.55
12/22/23	CAMPBELL, JAMES L	\$2,252.94
12/22/23	CARUSO, JOSEPH A	\$5,240.97
12/22/23	CHEBERENCHICK, MICHAEL	\$5,598.55
12/22/23	CRAWFORD, JOHN D	\$3,088.86
12/22/23	FISHER, GERARD J	\$1,643.51
12/22/23	LANE, HAROLD C	\$4,560.31
12/22/23	MASON, BARBARA A	\$1,120.00

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January 1, 2023 to December 31, 2023

Account Name: CASTLE SHANNON BOROUGH POLICE

Account Number: 632-80435

### Benefit Payments

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
12/22/23	SMITH,DONALD E	\$3,452.15
12/22/23	SNIEGOCKI,ERVIN A	\$1,847.55
12/22/23	YONEK,THOMAS J	\$5,216.30
	<b>TOTAL:</b>	<b>\$405,114.39</b>

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December 31, 2023

Account Name: CASTLE SHANNON BOROUGH POLICE

Account Number: 632-80435

### Summary Of Investment Holdings

<u>Investment Category</u>	<u>Fund Name</u>	<u>Market Value</u>
Domestic Equity	AllianceBern Large Cap Growth I	\$405,576.74
	American Century MidCap Value Inst	\$271,894.51
	Baird MidCap Inst	\$274,072.41
	Brown Capital Small Company I	\$138,561.03
	Columbia Dividend Income Inst	\$338,146.16
	Edgewood Growth I	\$338,626.31
	JP Morgan US Equity R6	\$271,276.53
	JPM SmCap Eq R5	\$205,151.23
	JPM UM BehVal Fd R6	\$136,390.72
	JPMorgan Equity Income Fund R5	\$271,298.05
	Principal MidCap Blend Inst	\$271,436.60
	Vanguard Large Cap Index Fund Adm	\$473,596.43
		\$3,396,026.72
Fixed Income	Diamond Hill Corporate Credit Y	\$339,169.94
	Federal Total Return Inst	\$474,113.34
	Guggenheim Total Return I	\$474,085.43
	Janus Henderson Multi-Sector Income N	\$406,638.25
	John Hancock Bond I	\$406,552.89
	Voya Intermediate Bond I	\$406,526.64
		\$2,507,086.49
International Equity	American Funds - New Perspective R6	\$136,230.74
	Artisan Intl Value I	\$137,724.06
	Goldman Sachs Emg Mkt Equity I	\$137,953.89
	MFS Intl Intrinsic Val R6	\$137,156.56
	WCM Focs Intl Gr Inst	\$136,102.71
		\$685,167.96
Cash/ST Fixed	Prncpl ST Inc Inst	\$168,507.66
		\$168,507.66
		\$6,756,788.83
	Total Market Value:	

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**Girard Pension Services**  
4600 Broadway  
Allentown, PA 18104  
610-821-1331

## Statement of Account

**CASTLE SHANNON NON-UNIFORMED**

**Account Number: 632-80025**

**For the Period January 1, 2023 Through December 31, 2023**

We hereby certify that to the best of our knowledge this report is complete and accurate pursuant to Section 401 (a) of the Internal Revenue Code. We further certify that the securities, mutual funds and cash on the listing of Summary of Investment Holdings held on dates illustrated in this report are or were held by Nationwide Trust Company as Pension Plan Custodian.

You should also receive a statement directly from your Pension Plan Custodian, Nationwide Financial. Please compare both statements for accuracy and contact your administrator, Kelle Kichline, at (610) 821-1331 with any questions concerning your account.

***Confidential And Privileged Information***

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January 1, 2023 to December 31, 2023

Account Name : CASTLE SHANNON NON-UNIFORMED

Account Number : 632-80025

### Account Summary

Beginning Market Value	\$1,467,942.91
Deposits:	
Contributions:	\$236,244.45
Asset Transfer In:	9.33
Total Deposits:	\$236,253.78
Payments:	
Withdrawals and Distributions:	(194,279.88)
Administrative Fees:	(8,787.64)
Total Payments:	(\$203,067.52)
Investment Change:	
Investment Gain	\$197,914.43
Interest	0.00
Investment Gain	\$197,914.43
Ending Market Value:	\$1,699,043.60

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### Account Transactions

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
Deposits			
01/06/2023	01/06/2023	Contribution	\$248.93
01/13/2023	01/13/2023	Contribution	\$1,441.68
01/27/2023	01/27/2023	Contribution	\$1,800.23
02/10/2023	02/10/2023	Contribution	\$1,602.39
02/24/2023	02/24/2023	Contribution	\$1,636.83
03/10/2023	03/10/2023	Contribution	\$1,512.15
03/24/2023	03/24/2023	Contribution	\$332.91
03/29/2023	03/29/2023	Contribution	\$1,247.18
04/10/2023	04/10/2023	Contribution	\$1,452.90
04/21/2023	04/21/2023	Contribution	\$1,441.94
05/05/2023	05/05/2023	Contribution	\$1,403.13
05/19/2023	05/19/2023	Contribution	\$1,437.59
06/01/2023	06/01/2023	Contribution	\$1,254.35
06/07/2023	06/07/2023	Contribution	\$175.98
06/15/2023	06/15/2023	Contribution	\$1,437.59
06/29/2023	06/29/2023	Contribution	\$1,283.26
07/07/2023	07/07/2023	Contribution	\$175.98
07/14/2023	07/14/2023	Contribution	\$1,265.92
07/28/2023	07/28/2023	Contribution	\$1,089.37
08/03/2023	08/03/2023	Contribution	\$175.98
08/10/2023	08/10/2023	Contribution	\$1,273.12
08/25/2023	08/25/2023	Contribution	\$1,276.96
09/07/2023	09/07/2023	Contribution	\$1,282.66
09/22/2023	09/22/2023	Contribution	\$1,250.28
10/06/2023	10/06/2023	Contribution	\$1,266.92
10/06/2023	10/06/2023	Contribution	\$199,883.00
10/20/2023	10/20/2023	Contribution	\$1,321.60
11/02/2023	11/02/2023	Contribution	\$1,231.21
11/22/2023	11/22/2023	Contribution	\$175.98
11/30/2023	11/30/2023	Contribution	\$1,058.04
12/05/2023	12/05/2023	Reallocated Transfer in	\$9.33
12/08/2023	12/08/2023	Contribution	\$175.98
12/14/2023	12/14/2023	Contribution	\$2,183.07
12/22/2023	12/22/2023	Contribution	\$175.98
12/28/2023	12/28/2023	Contribution	\$1,273.36
<b>Sub Total:</b>			<b>\$236,253.78</b>

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### Account Transactions

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
<b>Price Correction</b>			
02/01/2023	01/13/2023	Price Correction Adjustment (+/-)	\$0.00
02/01/2023	01/27/2023	Price Correction Adjustment (+/-)	\$0.00
03/02/2023	02/24/2023	Price Correction Adjustment (+/-)	\$0.00
<b>Sub Total:</b>			<b>\$0.00</b>
<b>Third Party Fees</b>			
01/09/2023	01/09/2023	Advisory/Service Provider Fee	(\$2,201.91)
04/11/2023	04/11/2023	Third Party Fee	(\$2,245.89)
07/07/2023	07/07/2023	Advisory/Service Provider Fee	(\$2,249.08)
10/11/2023	10/11/2023	Third Party Fee	(\$2,090.76)
<b>Sub Total:</b>			<b>(\$8,787.64)</b>
<b>Trade Transaction</b>			
03/20/2023	03/20/2023	Exchange In - Variable to Variable	\$2,426.95
03/20/2023	03/20/2023	Exchange Out - Variable to Variable	(\$2,426.95)
03/27/2023	03/27/2023	Exchange In - Variable to Variable	\$39,352.05
03/27/2023	03/27/2023	Exchange Out - Variable to Variable	(\$39,352.05)
05/19/2023	05/19/2023	Exchange Out - Variable to Variable	(\$2,071.01)
05/19/2023	05/19/2023	Exchange In - Variable to Variable	\$2,071.01
06/02/2023	06/02/2023	Exchange In - Variable to Variable	\$2,378.54
06/02/2023	06/02/2023	Exchange Out - Variable to Variable	(\$2,378.54)
06/23/2023	06/23/2023	Exchange In - Variable to Variable	\$91,097.11
06/23/2023	06/23/2023	Exchange Out - Variable to Variable	(\$91,097.11)
08/21/2023	08/21/2023	Exchange Out - Variable to Variable	(\$14,265.32)
08/21/2023	08/21/2023	Exchange In - Variable to Variable	\$14,265.32
09/18/2023	09/18/2023	Exchange In - Variable to Variable	\$68,278.04
09/18/2023	09/18/2023	Exchange Out - Variable to Variable	(\$68,278.04)
11/22/2023	11/22/2023	Exchange Out - Variable to Variable	(\$1,327.71)
11/22/2023	11/22/2023	Exchange In - Variable to Variable	\$1,327.71
12/18/2023	12/18/2023	Exchange In - Variable to Variable	\$50,196.15
12/18/2023	12/18/2023	Exchange Out - Variable to Variable	(\$50,196.15)
<b>Sub Total:</b>			<b>\$0.00</b>

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### Account Transactions

<u>Process Date</u>	<u>Effective Date</u>	<u>Description</u>	<u>Amount</u>
Withdrawals			
01/26/2023	01/25/2023	Benefit Payment	(\$14,676.49)
02/23/2023	02/22/2023	Benefit Payment	(\$14,676.49)
03/27/2023	03/27/2023	Benefit Payment	(\$14,676.49)
04/25/2023	04/24/2023	Benefit Payment	(\$14,676.49)
05/24/2023	05/24/2023	Benefit Payment	(\$14,676.49)
06/07/2023	06/07/2023	Premature Participant Withdrawal	(\$1,872.22)
06/26/2023	06/26/2023	Benefit Payment	(\$14,676.49)
07/18/2023	07/18/2023	Benefit Payment	(\$1,187.90)
07/25/2023	07/25/2023	Benefit Payment	(\$15,864.39)
08/09/2023	08/09/2023	Premature Participant Withdrawal	(\$7,668.62)
08/28/2023	08/25/2023	Benefit Payment	(\$15,864.39)
09/26/2023	09/25/2023	Benefit Payment	(\$15,864.39)
10/26/2023	10/25/2023	Benefit Payment	(\$15,864.39)
11/27/2023	11/24/2023	Benefit Payment	(\$15,864.39)
12/22/2023	12/22/2023	Benefit Payment	(\$16,170.25)
<b>Sub Total:</b>			<b>(\$194,279.88)</b>

**TOTAL: \$33,186.26**

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
01/25/23	D AMICO, PATRICIA A	\$1,185.46
01/25/23	DELALLO, RAYMOND D	\$1,962.39
01/25/23	EICHEL JR, RAYMOND C	\$2,072.43
01/25/23	FUSS, GEORGE J	\$945.19
01/25/23	HART, FREDERICK H	\$1,242.20
01/25/23	KARLOVICH, LINDA M	\$744.34
01/25/23	KRAH, EMMA M	\$912.09
01/25/23	MATTHEWS, JOSEPH F	\$1,259.19
01/25/23	MCMONAGLE, SHIRLEY A	\$1,399.01
01/25/23	SCHUMACHER, JEFFREY A	\$2,194.41
01/25/23	TORRIS, SHIRLEY S	\$759.78
02/22/23	D AMICO, PATRICIA A	\$1,185.46
02/22/23	DELALLO, RAYMOND D	\$1,962.39
02/22/23	EICHEL JR, RAYMOND C	\$2,072.43
02/22/23	FUSS, GEORGE J	\$945.19
02/22/23	HART, FREDERICK H	\$1,242.20
02/22/23	KARLOVICH, LINDA M	\$744.34
02/22/23	KRAH, EMMA M	\$912.09
02/22/23	MATTHEWS, JOSEPH F	\$1,259.19
02/22/23	MCMONAGLE, SHIRLEY A	\$1,399.01
02/22/23	SCHUMACHER, JEFFREY A	\$2,194.41
02/22/23	TORRIS, SHIRLEY S	\$759.78
03/27/23	D AMICO, PATRICIA A	\$1,185.46
03/27/23	DELALLO, RAYMOND D	\$1,962.39
03/27/23	EICHEL JR, RAYMOND C	\$2,072.43
03/27/23	FUSS, GEORGE J	\$945.19
03/27/23	HART, FREDERICK H	\$1,242.20
03/27/23	KARLOVICH, LINDA M	\$744.34
03/27/23	KRAH, EMMA M	\$912.09
03/27/23	MATTHEWS, JOSEPH F	\$1,259.19
03/27/23	MCMONAGLE, SHIRLEY A	\$1,399.01
03/27/23	SCHUMACHER, JEFFREY A	\$2,194.41
03/27/23	TORRIS, SHIRLEY S	\$759.78
04/24/23	D AMICO, PATRICIA A	\$1,185.46
04/24/23	DELALLO, RAYMOND D	\$1,962.39
04/24/23	EICHEL JR, RAYMOND C	\$2,072.43
04/24/23	FUSS, GEORGE J	\$945.19
04/24/23	HART, FREDERICK H	\$1,242.20
04/24/23	KARLOVICH, LINDA M	\$744.34

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
04/24/23	KRAH,EMMA M	\$912.09
04/24/23	MATTHEWS,JOSEPH F	\$1,259.19
04/24/23	MCMONAGLE,SHIRLEY A	\$1,399.01
04/24/23	SCHUMACHER,JEFFREY A	\$2,194.41
04/24/23	TORRIS,SHIRLEY S	\$759.78
05/24/23	D AMICO,PATRICIA A	\$1,185.46
05/24/23	DELALLO,RAYMOND D	\$1,962.39
05/24/23	EICHEL JR,RAYMOND C	\$2,072.43
05/24/23	FUSS,GEORGE J	\$945.19
05/24/23	HART,FREDERICK H	\$1,242.20
05/24/23	KARLOVICH,LINDA M	\$744.34
05/24/23	KRAH,EMMA M	\$912.09
05/24/23	MATTHEWS,JOSEPH F	\$1,259.19
05/24/23	MCMONAGLE,SHIRLEY A	\$1,399.01
05/24/23	SCHUMACHER,JEFFREY A	\$2,194.41
05/24/23	TORRIS,SHIRLEY S	\$759.78
06/26/23	D AMICO,PATRICIA A	\$1,185.46
06/26/23	DELALLO,RAYMOND D	\$1,962.39
06/26/23	EICHEL JR,RAYMOND C	\$2,072.43
06/26/23	FUSS,GEORGE J	\$945.19
06/26/23	HART,FREDERICK H	\$1,242.20
06/26/23	KARLOVICH,LINDA M	\$744.34
06/26/23	KRAH,EMMA M	\$912.09
06/26/23	MATTHEWS,JOSEPH F	\$1,259.19
06/26/23	MCMONAGLE,SHIRLEY A	\$1,399.01
06/26/23	SCHUMACHER,JEFFREY A	\$2,194.41
06/26/23	TORRIS,SHIRLEY S	\$759.78
07/18/23	HARTSWICK,THOMAS C	\$1,187.90
07/25/23	D AMICO,PATRICIA A	\$1,185.46
07/25/23	DELALLO,RAYMOND D	\$1,962.39
07/25/23	EICHEL JR,RAYMOND C	\$2,072.43
07/25/23	FUSS,GEORGE J	\$945.19
07/25/23	HART,FREDERICK H	\$1,242.20
07/25/23	HARTSWICK,THOMAS C	\$1,187.90
07/25/23	KARLOVICH,LINDA M	\$744.34
07/25/23	KRAH,EMMA M	\$912.09
07/25/23	MATTHEWS,JOSEPH F	\$1,259.19
07/25/23	MCMONAGLE,SHIRLEY A	\$1,399.01
07/25/23	SCHUMACHER,JEFFREY A	\$2,194.41

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
07/25/23	TORRIS, SHIRLEY S	\$759.78
08/25/23	D AMICO, PATRICIA A	\$1,185.46
08/25/23	DELALLO, RAYMOND D	\$1,962.39
08/25/23	EICHEL JR, RAYMOND C	\$2,072.43
08/25/23	FUSS, GEORGE J	\$945.19
08/25/23	HART, FREDERICK H	\$1,242.20
08/25/23	HARTSWICK, THOMAS C	\$1,187.90
08/25/23	KARLOVICH, LINDA M	\$744.34
08/25/23	KRAH, EMMA M	\$912.09
08/25/23	MATTHEWS, JOSEPH F	\$1,259.19
08/25/23	MCMONAGLE, SHIRLEY A	\$1,399.01
08/25/23	SCHUMACHER, JEFFREY A	\$2,194.41
08/25/23	TORRIS, SHIRLEY S	\$759.78
09/25/23	D AMICO, PATRICIA A	\$1,185.46
09/25/23	DELALLO, RAYMOND D	\$1,962.39
09/25/23	EICHEL JR, RAYMOND C	\$2,072.43
09/25/23	FUSS, GEORGE J	\$945.19
09/25/23	HART, FREDERICK H	\$1,242.20
09/25/23	HARTSWICK, THOMAS C	\$1,187.90
09/25/23	KARLOVICH, LINDA M	\$744.34
09/25/23	KRAH, EMMA M	\$912.09
09/25/23	MATTHEWS, JOSEPH F	\$1,259.19
09/25/23	MCMONAGLE, SHIRLEY A	\$1,399.01
09/25/23	SCHUMACHER, JEFFREY A	\$2,194.41
09/25/23	TORRIS, SHIRLEY S	\$759.78
10/25/23	D AMICO, PATRICIA A	\$1,185.46
10/25/23	DELALLO, RAYMOND D	\$1,962.39
10/25/23	EICHEL JR, RAYMOND C	\$2,072.43
10/25/23	FUSS, GEORGE J	\$945.19
10/25/23	HART, FREDERICK H	\$1,242.20
10/25/23	HARTSWICK, THOMAS C	\$1,187.90
10/25/23	KARLOVICH, LINDA M	\$744.34
10/25/23	KRAH, EMMA M	\$912.09
10/25/23	MATTHEWS, JOSEPH F	\$1,259.19
10/25/23	MCMONAGLE, SHIRLEY A	\$1,399.01
10/25/23	SCHUMACHER, JEFFREY A	\$2,194.41
10/25/23	TORRIS, SHIRLEY S	\$759.78
11/24/23	D AMICO, PATRICIA A	\$1,185.46
11/24/23	DELALLO, RAYMOND D	\$1,962.39

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**Benefit Payments**

<u>Run Date</u>	<u>Annuitant Name</u>	<u>Amount</u>
11/24/23	EICHEL JR, RAYMOND C	\$2,072.43
11/24/23	FUSS, GEORGE J	\$945.19
11/24/23	HART, FREDERICK H	\$1,242.20
11/24/23	HARTSWICK, THOMAS C	\$1,187.90
11/24/23	KARLOVICH, LINDA M	\$744.34
11/24/23	KRAH, EMMA M	\$912.09
11/24/23	MATTHEWS, JOSEPH F	\$1,259.19
11/24/23	MCMONAGLE, SHIRLEY A	\$1,399.01
11/24/23	SCHUMACHER, JEFFREY A	\$2,194.41
11/24/23	TORRIS, SHIRLEY S	\$759.78
12/22/23	D AMICO, PATRICIA A	\$1,223.39
12/22/23	DELALLO, RAYMOND D	\$2,025.19
12/22/23	EICHEL JR, RAYMOND C	\$2,138.75
12/22/23	FUSS, GEORGE J	\$945.19
12/22/23	HART, FREDERICK H	\$1,242.20
12/22/23	HARTSWICK, THOMAS C	\$1,187.90
12/22/23	KARLOVICH, LINDA M	\$768.16
12/22/23	KRAH, EMMA M	\$912.09
12/22/23	MATTHEWS, JOSEPH F	\$1,259.19
12/22/23	MCMONAGLE, SHIRLEY A	\$1,443.78
12/22/23	SCHUMACHER, JEFFREY A	\$2,264.63
12/22/23	TORRIS, SHIRLEY S	\$759.78
<b>TOTAL:</b>		<b>\$184,739.04</b>

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December 31, 2023

Account Name: CASTLE SHANNON NON-UNIFORMED

Account Number: 632-80025

### Summary Of Investment Holdings

Investment Category	Fund Name	Market Value	
Domestic Equity	AllianceBern Large Cap Growth I	\$85,372.69	
	American Century MidCap Value Inst	\$68,679.48	
	Baird MidCap Inst	\$51,922.11	
	Brown Capital Small Company I	\$34,999.74	
	Columbia Dividend Income Inst	\$85,414.54	
	Edgewood Growth I	\$85,535.71	
	JP Morgan US Equity R6	\$68,523.49	
	JPM SmCap Eq R5	\$51,820.21	
	JPM UM BehVal Fd R6	\$34,451.69	
	JPMorgan Equity Income Fund R5	\$68,528.88	
	Principal MidCap Blend Inst	\$68,563.88	
	Vanguard Large Cap Index Fund Adm	\$85,449.07	
			\$789,261.49
	Fixed Income	Diamond Hill Corporate Credit Y	\$85,673.02
Federal Total Return Inst		\$119,758.96	
Guggenheim Total Return I		\$136,859.41	
Janus Henderson Multi-Sector Income N		\$102,715.05	
John Hancock Bond I		\$119,809.03	
Voya Intermediate Bond I		\$136,915.83	
		\$701,731.30	
International Equity	American Funds - New Perspective R6	\$34,411.34	
	Artisan Intl Value I	\$34,788.50	
	Goldman Sachs Emg Mkt Equity I	\$34,846.60	
	MFS Intl Intrinsic Val R6	\$34,645.17	
	WCM Focs Intl Gr Inst	\$34,379.01	
		\$173,070.62	
Cash/ST Fixed	Prncpl ST Inc Inst	\$34,980.19	
		\$34,980.19	
<b>Total Market Value:</b>		<b>\$1,699,043.60</b>	

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1/0/00	Street	No	Name	Violation- 2014	Date	Date to Correct	Corrected Date
259	McCully Road	1402	Wayne Less	did not comply with occupancy violations & parking on Grass	10/1/14	11/1/14	Regular & Certified
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violation- 2017</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
226	Rolling Rock	914	Floyd Arbogast	Camper in the driveway	6/6/18	6/11/18	5 citations on 10/25/23
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violation- 2019</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
105	McRoberts Road	3141	Thomas A Moses	UCC hearing on the lack of progress to take out of Condemn	4/17/19	4/29/19	Regular & Certified
336	Rolling Rock Road	914	Floyd L Arbogast	Unsanitary Conditions: Trailer, outside storage, Junk Vehicle	7/10/19	7/20/19	5 citations on 10/25/23
587	Oakdale Ave	910	Frank R Menardi	2nd notice for Rental Unit Registration	12/20/19	12/31/19	
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violation- 2020</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
100	McCully Road	1402	Wayne A Less	Junk Vehicles in the back yard	2/20/20	4/5/20	Regular and Certified
106	Library Road	3840	Anthony Fazio	Land use violations	2/26/20	4/30/20	
123	Library Road	3301-3307	James Busch	storage of Junk Cars	3/11/20	5/30/20	Regular and Certified
569	Lindenwood Drive	808	Ronald C & Janet R Sabatasso	no Occupancy Registration	9/29/20	10/4/20	
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violation- 2021</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
129	Grove Road	1301 apt 2	Robert Nagy	2nd notice for feeding the animals & \$25.00 ticket fine	2/23/21	2/24/21	Regular & Certified
314	Glen Shannon Dr	567	Kopila Thapa	Building a Roof over a deck with no permit	5/17/21	5/22/21	
344	Grove Road	1301	Robert Nagy	2nd time submitting citations feeding animals & infestation	5/27/21		waiting for hearings
387	Grove Road	1301	Robert Nagy	another 2 citations for feeding Animals & Birds	6/10/21		waiting for hearings
531	Library Road	3603	Original Gyro	Sanitation issue in the back, blocking clear site exiting the lot	8/5/21	8/10/21	
549	Grove Road	1301	Robert Nagy	2 citations feeding animals, Infestation of rodents	8/13/21		Waiting for hearing date
704	Grove Road	1301	Robert Nagy	3 more citations feeding animals, uninhabitable, infestation	12/17/21		3 more citation
705	Sleepy Hollow Road	900	Daharmishtha Lodaliya	operating a Mini Mart/Convenience store in a R-2 District	12/27/21	1/7/22	Regular & Certified
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violation- 2022</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
144	Library Road	3421	Jason Alan Roberts	Roof leaking inside Apt 2, No Sign permit, or unit registration	3/7/22	3/18/22	Regular and Certified
148	Grove Road	1301 apt 2	Robert Nagy	another 2 citations for feeding animals and birds, rodents	3/10/22		
164	Grove Road	1301	Robert Nagy	2 more citations	3/30/22		
168	Library Road	3757	Pele Castle Shannon LLC Dustin Jor	Landslide between 3755&3757 along Fountain Road	4/1/22	4/11/22	regular and certified
197	Sleepy Hollow Road	921	Lobos Management	no Occupancy for new tenants, unit registration, on grass	5/5/22	5/15/22	Regular and Certified
327	Willow Ave	3762	William D Nedzesky	High Grass and no Unit Registration	6/10/22	6/15/22	just the grass was cut 7/11/2022
340	Cooke Drive	781 Apt1	Stevenson Williams Management Dc	Uninhabitable; contains filth and contamination, mold Lack Ma	6/13/22	7/28/22	Regular and Certified
343	Cooke Drive	786 A	Schnabletier LLC	Garbage out , no Unit registration	6/15/22	6/22/22	
349	Myrtle Ave.	3750	Pittsburgh Myanmar Christian Fellow	Needs a Grading Permit for the retaining wall for parking	6/15/22	6/25/22	
430	Rosalia Ave	3521	Linda Ann Daube	High Grass and weeds, house needs repairs	7/27/22	10/25/22	
470	Library Road	3421	Jason Alan Roberts	2nd notice on violations from 3/7/22, weeds, no occupancy	8/3/22	8/10/22	Regular and Certified
473	Rosalia Ave	3521	Linda Daube	2nd notice for High Grass and Weeds	8/3/22	8/8/22	Regular and Certified
481	Lyndell Street	3707	Catherine & Clair Smith Brothers	Tarp in yard, no electric, chimney, porch foundation, vacant	8/4/22	9/4/22	Regular and Certified
546	Library Road	3505	Realty Income Trust 6	\$25.00 Ticket for high grass	8/19/22	8/24/22	Regular and Certified
708	Park Avenue	918	H&P Partners LLC	Doing work without a permit and conditional occ. ran out	9/27/22	10/12/22	Regular and Certified
774	Middleboro Road	3564	Caley P Mangan	No gutter for proper drainage	10/18/22	10/28/22	
837	Rosalia Ave	3521	Linda Ann Daube	2nd notice for repairs not being completed on the property	11/1/22	11/30/22	Regular and Certified

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Street	No	Name	Violation- 2023	Date	Date to Correct	Corrected Date
869 Cooke Drive	797 B	Joann Groman	No Occupancy and no Unit Registration	11/8/22	11/15/22	Regular and Certified
902 Murrays Ln	289	Linnea Rae Ondick	2003 toyota with expired plate & Stickers	11/18/22	11/28/22	
909 Pine Avenue	958 Apt 2	Marco A & Martha Honores	Recycling out too early, no Occupancyfor tenants, no Unit	11/21/22	11/26/22	Regular and Certified
915 Sleepy Hollow Road	967	Adam & Samantha Elliott	no Occupancy for the tenants	11/21/22	11/28/22	Unauthorized Busness Regular and Certified
978 Middleboro Road	3564	Caley P Mangan	Junk Ford F-150 expired stickers	12/6/22	12/16/22	
1022 Lyndell Street	3800	Tania Wang	No Unit Registered	12/14/22	12/15/22	
Street	No	Name	Violation- 2023	Date	Date to Correct	Corrected Date
115 Castle Shannon Blvd	1106	Josephine McGonigle	Garbage out before 6:00 Pm, No Occ. & No Unit Registration	1/25/23	1/30/23	
195 Sleepy Hollow Road	967	Samantha and Adam Elliott	Unauthorized Home Base Busniess	2/10/23	2/20/23	Regular and Certified
203 Saint Anne Street	917-919	Barry T Langan	Trash left at the curb, no rental Unit and No Occupancy	2/14/23	2/19/23	
230 Willow Avenue	3827	Debbie Schweiger	No Occupancy for Polished Nails Studio & Spa	2/23/23	2/28/23	Regular & Certified
234 Hamilton Road	1349	Joshua Bush	Dead trees out front that pose a threat to the road & Public	2/23/23	3/9/23	
242 Library Road	3611	Original Gyro	Unsafe equipment	3/3/23	4/3/23	
265 Steiger Street	4102	Matthew Stonebraker	Did not complete violations for Occupancy and rental	3/9/23	3/16/23	
317 Willow Avenue	3926	Barry T Langan	Garbage out before 6:00 Pm & no Occupancy & unit Registra	3/30/23	4/6/23	
323 Willow Avenue	3855	John French	Feeding birds causing rodent problems and close to the creek	3/31/23	4/2/23	submit citation on5/17/23
327 Saint Anne Street	911	Richard P Fest	2nd Notice Grading/excavating in vacant lot with no permit	4/4/23	4/11/23	Regular and Certified
371 Willow Avenue	3855	John French	2nd Notice for feeding the birds causing rodent problems	4/19/23	4/21/23	submit citation on5/17/23
476 Library Road	3563	OAP Ventures LLC James Brocato	Condemed for faulty construction & Unsafe Structure	5/9/23	11/9/23	Regular and Certified
479 Home Ave	3105	Matthew Simmons Aux Funding LLC	No Occ, No Unit Reg, High Grass	5/10/23	5/20/23	
488 Home Ave	3138	Jaggpinder Singh	High Grass and no Unit Registration	5/10/23	5/15/23	
547 Baldwin Street	921	CKZ Properties LLC	No Occupancy for tenant, no unit registration, high grass	5/16/23	5/26/23	grass only on 7/17/23
557 Willow Avenue	3855	John French	Citation for Feeding the birds	5/17/23		Waiting for hearing
564 McCully Road	1404	Michael A Kalanish	No Occupancy, Violation since 11/9/20, and High Grass	5/17/23	5/27/23	grass only on 7/30/23
567 Londonderry Drive	809	RP2ALL LLC Maurice Makay	2nd Notice for High Grass, and No Unit Reg. include 3017 Be	5/18/23	5/28/23	just the grass on 5/24/23
629 Library Road	4156	Paul & Kathy Hess	No Occ for new tenant, no unit reg, banner and no sign permit	5/26/23	6/2/23	Regular and Certified
631 Redwood Drive	985	Donald & Amy Krtanjek	No reinspection and piling brush under pine trees in backyard	5/30/23	6/14/23	
672 Willow Ave	3855	John French	Citation for feeding the wildlife	6/14/23		waiting for hearing
733 Middleboro Road	3564	Caley P Mangan	3rd Notice missing gutter, uninspected ford pickup	6/20/23	7/1/23	
735 Library Road	3563	James Brocato	Condemn the structure, with a 240 day as is	6/20/23	2/15/24	
791 Newport Drive	930	Frederick C & Carol H Boden	High Grass, Silver Mitsubishi stickers expired since 4-19	7/3/23	7/13/23	car only 7/10/23
802 Hastie Road	1043	Khang Nguyen	High Grass & weeds in the front and side. Shutter hanging	7/10/23	7/15/23	grass only on 7/17/23
810 Oakdale Ave	930	Edward L III Ewing	Railing required on front steps,outdoor storage of building ma	7/11/23	7/21/23	
861 Middleboro Road	3564	Caley Mangan	Last notification for lack of gutters/downspouts. Weeds	7/19/23	9/19/23	Regular & Certified
863 McCully Road	1405	Michael Kalanish	2nd notice for the weeds, brush pile, pallets, broken fence	7/19/23	7/29/23	weeds and brush only on 8/1/23
865 Greenridge Road	4225	Jill & Brian Vogel	High grass, weeds and shrubs, #'s not visible, hedges high	7/19/23	7/29/23	grass only on 7/26/23
939 Poplar Avenue	3538	Stephen Nickles	4th Notice Cut and maintain the weeds.	8/2/23	8/13/23	Ticket
947 Connor Road	1021	1021 Connor LLC/Riva Ridge	Garbage placed out before the designated time/no occ	8/2/23	8/13/23	just garbage on 8/7/23
948 Bockstoce Avenue	911	Charleigh Barnes	Outstanding violations/permit not paid	8/2/23	9/2/23	only the permit was paidRegular and Certified
949 Greenridge Road	4236	Imagine Investments & Consulting L	Garbage out a day after pick up, no Occ. No Rental Regist	8/4/23	8/9/23	just garbage on 8/7/23

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950	Connor Road	1059	Pavlo Lebedyev	High Grass backyard, No Occ, No Unit Registration	8/4/23	8/9/23	8/28/23 for grass Citation on the 7th
951	McRoberts Road	3141	Thomas A Moses	Moving forward to condemn the house, Lack of maintenance	8/4/23		slowly working on it
960	Willow Avenue	3915	Linda Diane Dell	Rubbish Dresser, cabinet, Tv, over a month	8/8/23	8/15/23	
965	Rebecca Street	3713	Michael L & Denise A Macklen	Clean up property Plastic bags, garbage cans, hose, paper	8/8/23	8/19/23	back filled wall Only 11/13/23 warning
997	McCully Road	1405	Michael A Kalanish	3rd noticepallets ,broken railing,pile gravel, in the back, wall b	8/15/23	8/22/23	
1015	Poplar Avenue	3538	Stephen Nickles	lots of notification for High weeds,and a copy of the ticket	8/15/23	8/29/23	Regular and Certified
1017	Baldwin Street	910	William R Speth	High weeds and grass over sidewalk and damaged swimming	8/15/23	8/31/23	removed weeds & hedges Regular and Certified
1063	Poplar Avenue	3730	Stephen Poremski	Weeds/brush encroaching the front porch,steps, and door	8/22/23	8/27/23	
1069	6th Street	1240	William Kozel Jr	2nd notice pad putting gravel and mud in basin,no Occupanc	8/23/23	9/23/23	Regular and Certified
1070	Sleepy Hollow Road	964	9624 Sleepy Hollow LLC	appears to be occupied no permit. Garbage out early	8/23/23	8/24/23	Garbage only 8/28/23
1079	Redwood Drive	985	Donald & Amy Krtanjek	2nd notice brush pile in the back, and as is violations	8/23/23	8/30/23	
1080	McCully Road	1505	Stephen Dauberger	Bobcat,building material ,tarp stored, front porch unsafe	8/23/23	9/23/23	
1115	Rebecca Street	3713	Michael L & Denise A Macklen	2nd notice clean up property and back fill behind the wall	8/28/23	9/11/23	back filled wall only 11/14/23
1166	Greenridge Road	4101 Apt 2	Mary Walicki	Inspected sanitation issues and needs repairs to the unit	9/12/23		
1167	6th Street	1261	Colin R Yedlowski	Fascia is missing from side of the house & rusted loose piece	9/12/23	9/30/23	warning
1183	Prospect Ave	1230	James & Kathleen Enright	Outside of the house is in disrepair	9/27/23	10/31/23	on going 12/26/23 Porch by the end of the year
1189	Poplar Avenue	3730	Stephen Porenski	3rd Notice high weeds especially around the entrance	9/27/23	10/4/23	Regular and Certified
1219	Hastie Road	1043	Knang Nguyen	2nd Notice hanging shutter next to the front door	10/3/23	10/10/23	
1232	Home Ave	3006	Christine E Tatka	High Grass and weeds,especially in the back along property l	10/4/23	10/8/23	
1249	Willow Avenue	4004	Citylife South LLC (Evan)	no Occupancy and outstanding violations since 11/6/19	10/6/23	10/16/23	
1261	Rebecca Street	3713	Michael L & Denise A Macklen	exterior is still a mess, and no sign of backfill of the wall	10/10/23	10/31/23	back filled wall only Regular and Certified
1262	McCully Road	1505	Stephen Dauberger	unfinished front steps, sidewalkand porch,Bobcat, & Building	10/10/23	10/31/23	
1303	Baldwin Street	929	Joshua Weide	finish parking pad with a paved all-weather surface	10/19/23	12/19/23	
1306	Home Ave	3006	Christine E Tatka	2nd Notice for High Grass and Weeds	10/24/23	10/29/23	
1315	Library Road	3525	Tyson Nguyen	no permit for additional wall,Junk truck in backyard	10/24/23	10/31/23	
1316	Middleboro Road	3564	Alex Pasculle	Blue Honda might be uninspected in driveway,just like the tru	10/24/23	11/5/23	
1317	Middleboro Road	3564	Caley P Mangan	Blue Honda might be uninspected in driveway,just like the tru	10/24/23	11/5/23	
1318	Murrays Ln	289	Linnea Rae Ondick	3rd notice for 2003 Toyota with expired inspection in driveway	10/25/23	11/5/23	
1341	Rolling Rock Road	914	Floyd L. Arbogast	5 Citations Occ, Junk Vehicles, Storgage, Camper	10/25/23		5 Citations
1351	Newport Drive	930	Carol H Boden	Side of the house structure has large holes in the roof & unsa	10/31/23	11/30/23	
1357	Grove Road	1345	Stephen Dobrosielski	No Occupancy and Unit Occupancy Registration	11/1/23	11/11/23	
1381	Hastie Road	1043	Khang Nguyen	3rd Notification for an unsafe hanging shutter	11/7/23	11/12/23	
1382	Mount Lebanon Blvd	250	InstaTAN	no portable sign permit	11/7/23	11/14/23	
1383	Mount Lebanon Blvd	250	Yoga Flow	Notified several times for no portable sign permit	11/7/23	11/14/23	Regular & Certified
1387	Belleville Street	3012	Aletha Kish	Garbage receptacles left at the curb behind the guardrail	11/8/23	11/9/23	
1403	Home Ave	3006	Christine E Tatka	3rd Notice for High Grass and Weeds	11/13/23	11/19/23	
1423	Mount Lebanon Blvd	250	INSTATAN	2nd Notice for no portable sign permit	11/17/23	11/24/23	Regular and Certified
1434	Park Avenue	900	Kimberly Gamble	Rooms upstairsare deplorable, no portable sign permit, garba	11/21/23	11/28/23	Regular and Certified
1438	Belleville Street	3012	Aletha Kish	2nd notice. Garbage cans left on curb after pick up.	11/21/23	11/22/23	
1459	Greenridge Road	4238	Gayle A Williams	3rd notice for parking 2021 Chevy Trax in the grass ticket issi	11/27/23	11/28/23	ticket

1461	Pine Avenue	971	Lana Tomson	Vehicles Parked on the grass	11/27/23	11/28/23	Tickets
1472	Lindenwood Drive	805	Jacquelyn M Carnahan	2005 Nissan causing a nuisance, and storage of boat	11/28/23	11/29/23	
1483	McRoberts Road	3170	Jordan Kelly	No zoning permit for the fence and parking pads, over the 30'	11/29/23	12/14/23	
1493	Greenridge Road	4225	Jill E & Brian S Vogel	Outdoor storage all over the property,shed unsafe,house nurr	11/30/23	12/10/23	Regular and Certified
1495	Pine Avenue	971	Lana Tomson	Vehicle parked on the Grass	11/30/23	12/1/23	ticket
1498	Brlleville Street	3012	Aletha Kish	3rd Notice for garbage receptacleleft at the curb beyond the c	11/30/23	12/1/23	
1507	Saint Anne Street	940	Natalie Friedrich	Mulch bags left on the front steps,missing balusters and post	12/5/23	12/10/23	
1512	Baldwin Street	934	Mason Chen	2 Citations mishandling garbage, and Rental unit registractor	12/6/23		2 Citations
1513	Mount Lebanon Blvd	250	Insta Tan	Citation for not having a portable sign permit	12/6/23		Citation
1514	Mount Lebanon Blvd	250	Yoga Flow	Citation for not having a portable sign permit	12/6/23		Citation
1518	Belleville Street	3012	Aletha Kish	4th Notice this month garbage cans left out, ticket was issued	12/6/23	12/7/23	Ticket
1521	Canal Street	3998	Canal Street Associates	Dumpsters for the apartments are not enclosed	12/6/23	12/31/23	
1535	Mount Lebanon Blvd	300 Unit 21	Potomac Bakery	No Occupancy, and no permit for the wall sign	12/8/23	12/18/23	Regular and Certified
1536	Sleepy Hollow Road	971	Ryan Henderson	4th Ticket for parking on the grass next will be a citation	12/14/23	12/15/23	Regular and Certified
1544	Home Ave	3113	Robert Nagy	2005 GMC has a flat tire and expired plate, Public Works is c	12/14/23	12/24/23	tailgate closed
1561	Belleville Street	3012	Sneed Steven	Garbage receptacles left at the curb beyond the designated ti	12/20/23	12/21/23	
1586	Mount Lebanon Blvd	250	Yoga Flow	2nd Citation for no portable sign permit	12/28/23		2nd Citation
1587	Mount Lebanon Blvd	250	Insta Tan	2nd Citation for no portable sign permit	12/28/23		2nd Citation
	<b>Street</b>	<b>No</b>	<b>Name</b>	<b>Violations - 2024</b>	<b>Date</b>	<b>Date to Correct</b>	<b>Corrected Date</b>
5	Thornwood Drive	1012	Elia Beniash	Appears to be a rental and no occupancy permit, & garbage	1/2/24	1/12/24	
6	Willow Avenue	3776	Cesar Velasco	No permit for a portable sign	1/3/24	1/8/24	no permit yet
19	Belleville Street	3012	Aletha Kish	5th and final notice before citations for mishandling garbage	1/5/24	1/10/24	Regular and Certified
20	Lindenwood Drive	805	Shawn Carnahan	2nd notice numerous complaints on noise from the 2005 Niss	1/5/24	1/10/24	Regular and Certified
21	Lindenwood Drive	805	Jacquelyn M Carnahan	2nd notice for Boat outside storage & loud noise from car	1/5/24	1/10/24	Regular and Certified
22	Clara Avenue	1225	Theresa Laura Smith	1987 Chevy camper expiored plate since 1,2021	1/5/24	1/15/24	
24	Greenridge Road	4204	Salvatore & Laurie Falcone	continue to drag mud on the street	1/8/24	1/9/24	cleaned the street 1/30/24
28	Broadway Avenue	4607	PGH Property Buyer LLC	Dumpster bag in front of the house over thirty days	1/9/24	1/21/24	dumpster bag only 2/5/24 warning
30	Castle Shannon Blvd	1106	Josephine Doris McGonigle	No permission to have sign and open A Massage without Oc	1/9/24	1/14/24	Regular and Certified
48	Castle Road	246	Michael & Melissa Scarsellato	Bird feeder in the front yard attracting deer and possible rode	1/15/24	1/16/24	removed 1/23/24
52	Sleepy Hollow Road	915	Ashley Overbeck	2008 Toyota parked on the grass with expired plates	1/16/24	1/28/24	
55	Greenridge Road	4222	Christine M Derringer	Maroon Ford truck parked on the lawn	1/17/24	1/18/24	removed 1/30/24 warning
56	Killarney Drive	788	Michael Kupfer	Garbage placed out way before the designated day and time	1/17/24	1/19/24	removed 1/23/24 warning
57	Oakdale Ave	904	Mark A Wetmiller	Garbage receptacle was either placed uot early or has been l	1/17/24	1/19/24	1/23/24
58	Sleepy Hollow Road	821	S-2 Properties	Large couches left at the curbs for weeks in front of 839	1/9/24	1/10/24	1/26/24
59	Martha Street	1328	Pamela M Thames	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/23/24 warning
60	Canbet Drive	3052	Kathy Sardineer	Sidewalk was not shoveled along 6th Street	1/18/24	1/19/24	removed 1/24/24 warning
61	May Street	3120	Alex Guckes & Kaylyn Cameron	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
62	May Street	3166	Daniel Karcher	Sidewalk was not shoveled and still don't have premises iden	1/18/24	1/21/24	removed snow only on 1/24/24
63	May Street	3170	Jesse R Stewart	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
64	Belleville Street	3101	Hanna Prisbylla	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning

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65	Home Ave	3008	Janet Mickens	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
66	Home Ave	3012	Allison M Peace	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
67	Home Ave	3016	Joyelle Havens Galiszewski	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
68	Library Road	3107	Wetgo Portfolio III LLC	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
69	Sleepy Hollow Road	808	Pearl L Powell	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
70	Sleepy Hollow Road	820	Fred E Hetrick	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
71	Sleepy Hollow Road	862	Cochran Re Lp	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
72	Myrtle Ave.	3735	Tracey Ondek	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
74	Pine Avenue	958	Marco A & Martha Honores	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
78	Poplar Avenue	3727	Bert J III Iamport	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
79	Mount Lebanon Blvd	437	Graeter's Ice Cream	Sidewalk was not shoveled along Castle Shannon Blvd.	1/18/24	1/19/24	removed 1/24/24 warning
80	Willow Avenue	3905	John Egan	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
81	Willow Avenue	3911	Rebecca Lukens	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
82	Willow Avenue	3919	Three Property Sol. Steve Savini	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
83	Willow Avenue	4104	Edward Maloney	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
84	Baldwin Street	859	Christopher Allan Savinda	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
85	Baldwin Street	901	Vinebrook Homes	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
86	Baldwin Street	914	Griffith Property Rentals	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
87	Baldwin Street	925	Michael Lukens	Sidewalk was not shoveled	1/18/24	1/19/24	removed 1/24/24 warning
88	Mount Lebanon Blvd	315	Monahan 315 LLC	Change in occupancy with no permit, and banner signs	1/19/24	1/24/24	removed 1/24/24 warning
89	Grove Road	1230	Crimsson Lotus Gallery LLC	Installed two pole signs with out a permit	1/19/24	1/27/24	2/1/24
90	Belleville Street	3012	Aletha Kish	2 Citations Garbage cans left at the curb, and a \$25.00 ticket	1/22/24		2 citations
91	Home Ave	3118	Taylor William	Garbage placed out before the designated time	1/22/24	1/24/24	removed 1/24/24 warning
92	Home Ave	3106	Alinne & Guilherme Ferreira	Sidewalk was not shoveled	1/22/24	1/23/24	removed 1/24/24 warning
93	Home Ave	3105	Charles Tipton & Taylor Myers	Sidewalk was not shoveled	1/22/24	1/23/24	removed 1/24/24 warning
94	Library Road	3107	Wetgo Portfolio III LLC	2nd notice that the sidewalk was not shoveled	1/22/24	1/23/24	1/24/24
95	Home Ave	3010	Coletta Cline	2017 Jeep parked on the sidewalk	1/22/24	1/23/24	removed 1/23/24 warning
96	Belleville Street	3101	Hanna Prisbylla	2nd notice that the sidewalk was not shoveled	1/22/24	1/23/24	1/24/24
97	6th Street	1240	Mario Soto	Sidewalk was not shoveled	1/22/24	1/23/24	removed 1/24/24 warning
98	Canbet Drive	3046	Jennifer King	Garbage receptacle left at the curb beyond the designated day	1/22/24	1/23/24	1/23/24
99	Loma Drive	3094	Blake Stokes	Garbage placed out way before the new designated time	1/22/24	1/24/24	removed 1/24/24 warning
100	May Street	3170	Jesse R Stewart	2nd notice for not shoveling the sidewalk	1/22/24	1/23/24	1/24/24
101	May Street	3166	Daniel Karcher	2nd notice for not shoveling the sidewalk and Premises Ident	1/22/24	1/23/24	1/24/24
102	Martha Street	1328	Pamela M Thames	Garbage was placed out before the new designated day and	1/22/24	1/24/24	removed 1/24/24 warning
103	McRoberts Road	3270	Joseph M Terrell	Garbage placed out way before the new designated day and	1/22/24	1/24/24	removed 1/24/24 warning
104	Oak Drive	1431	Gary S & Barbara A Hudzik	Garbage placed out way before the new designated day and	1/22/24	1/24/24	removed 1/24/24 warning
105	Grove Road	1373	James Olsen	Garbage was placed out before the new designated day and	1/22/24	1/24/24	removed 1/24/24 warning
106	Grove Road	1275	Jeffrey W & Vicki L Peifer	tenants are putting out the garbage out before the designated	1/22/24	1/24/24	removed 1/24/24 warning
107	Mount Lebanon Blvd	437	Greater's Ice Cream	2nd notice for not shoveling the sidewalk	1/22/24	1/23/24	1/24/24
108	Poplar Avenue	3538	Stephen Nickles	Garbage receptacle left at the curb beyond the designated da	1/22/24	1/23/24	1/23/24

109	Sleepy Hollow Road	961	Eric Polahar	Peterbilt cab in driveway which exceeds the 3/4 ton overnight	1/22/24	1/23/24	1/26/24
110	Sleepy Hollow Road	862	Cochran RE LP	2nd notice for not shoveling the sidewalk	1/22/24	1/23/24	1/24/24
111	Sleepy Hollow Road	808	Pearl L Powell	2nd notice for not shoveling the sidewalk	1/22/24	1/23/24	1/24/24
112	Londonderry Drive	817	Cheri Petropoulos	Garbage receptacle left at the curb way beyond the designate	1/23/24	1/24/24	removed 1/24/24 warning
113	Home Ave	3014	Pamela Oduho	Placed Red Card on windshield after 3 notices	1/23/24	1/24/24	1/24/24
114	Trance Drive	1441	Paul Egri III	Hard to believe your not feeding the cats that hang around yo	1/23/24	1/24/24	1/29/24
115	Trance Drive	1414	Thomas J & Michele A Garrity	Silver Hyundai parked on the grass again	1/23/24	1/25/24	1/24/24
116	Grove Road	1261	Ronald E & Barbara A Cibrone	Garbage placed out before the new designated day and time	1/23/24	1/25/24	removed 1/24/24 warning
117	Grove Road	1262	Mallorie Schilling	Garbage placed out before the new designated day and time	1/23/24	1/25/24	removed 1/24/24 warning
118	Grove Road	1437	James W Sheets	Garbage placed out before the new designated day and time	1/23/24	1/25/24	removed 1/24/24 warning
119	Alice Pl	3342	James M & Lisa M Grogan	Garbage placed out before the new designated day and time	1/23/24	1/24/24	removed 1/24/24 warning
120	Greenridge Road	4222	Christine M Derringer	2nd notice for Maroon Ford truck parked on the front lawn	1/23/24	1/24/23	1/30/24
121	Hoodridge Drive	400	St. Anne RC Church	Snow on the sidewalk along Baldwin Street	1/23/24	1/25/24	removed 1/24/24 warning
122	Baldwin Street	901	Brittany Hubbard Vinebrook Homes	2nd notice for snow on the sidewalk	1/23/24	1/25/24	1/24/24
123	Corbett Drive	801	Marcia A French	2002 Oldsmobile parked on the sidewalk	1/23/24	1/24/24	removed 1/24/24 warning
124	Connor Road	1033	Charlene A Hartung	Garbage placed at the curb early,uninspected vehicle out fron	1/24/24	1/25/24	removed 1/30/24 warning
125	Connor Road	1033	Corina Hartung	2008 Volkswagen Jetta parked out front with expired inspecti	1/24/24	2/3/24	1/30/24
126	Milton Road	1003	Jacob Christopher Williams	Garbage placed out before the designated time	1/24/24	1/25/24	1/26/24
127	Greenridge Road	4222	Christine M Derringer	2nd notice for the truck on the grass with expired stickers	1/24/24	1/31/24	1/30/24
128	Broadway Avenue	3215	PGH Property Buyer LLC	2nd notice for green dumpster, and open ditch	1/24/24	1/31/24	dumpster bag removed only 2/5/24
129	Lockridge Road	3416	Regina M Simon	Garbage receptacle left at the curb beyond the designated tin	1/24/24	1/25/24	removed 1/26/24 warning
130	Blossom Hill Road	1489	Chelsea Lynn Ewing	Garbage receptacle left at the curb beyond the designated tin	1/24/24	1/25/24	removed 1/26/24 warning
131	Middleboro Road	3540	Ashley Gerber	Garbage receptacle left at the curb beyond the designated tin	1/24/24	1/25/24	1/26/24
132	McCully Road	1617	Cory Robert & Nicole Elizabeth Livin	Garbage receptacle left at the curb beyond the designated tin	1/24/24	1/25/24	removed 1/26/24 warning
133	Castle Shannon Blvd	1106	Josephine Doris McGonigle	Stop Work,no building permit, or sign, and no occupant, Unit	1/24/24	2/1/14	Regular and Certified
134	Sleepy Hollow Road	839	S-2 Properties	2nd notice for the couch in front of the dumpster	1/24/24	1/28/24	1/26/24
135	6th Street	1261	Colin R Yedlowski	2nd notice for Fascia and deterioration	1/24/24	2/24/24	
136	Sleepy Hollow Road	913	Mercy Ramirez	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
137	Sleepy Hollow Road	914	James Voutier	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 warning
138	Sleepy Hollow Road	915	Melody Bova	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
139	Sleepy Hollow Road	925	Haitham Aurikaby	Leaves piled too close to the street, Garbage out too early	1/25/24	1/26/24	1/31/24
140	Sleepy Hollow Road	933	Jake Armstong	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
141	Sleepy Hollow Road	934	Citara Lloyd	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 warning
142	Sleepy Hollow Road	941	John Bout	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
143	Sleepy Hollow Road	944	Phillip Hogel	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 warning
144	Sleepy Hollow Road	945	Ryan Neitznick	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
145	Sleepy Hollow Road	949	Nathan Tague	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/26/24 warning
146	Sleepy Hollow Road	951	Nichole Hogan	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/26/24 warning
147	Sleepy Hollow Road	955	Daleen Soriano	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/26/24 warning
148	Sleepy Hollow Road	956	Positano Properties LLC	Garbage out, no occupancy for tenant and no unit registratio	1/25/24	2/1/24	

149	Sleepy Hollow Road	968	Douglas Foster	Garbage placed out before the new designated day and time	1/25/24	1/26/24	removed 1/29/24 iWorQ warning
150	Hoodridge Drive	500	Surendra Shrestha	2013 Ford parking on the grass along Hoodridge	1/26/24	1/27/24	removed 1/31/24 iWorQ
151	Mary Pl.	3363	Eugene H Trust (the) Reese	Garbage placed out before the new designated day and time	1/29/24	1/31/24	1/31/24
152	Walnut Avenue	980	Bruce Falgiani	Dresser outside the dumpster area	1/29/24	2/2/24	2/6/24
153	Oak Drive	1431	Gary S & Barbara A Hudzik	2nd notice for 2 weeks placing the garbage out before the new	1/29/24	1/31/24	1/31/24
154	Murrays Ln	277	Robert C Cameron	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
155	Grove Road	1261	Ronald E & Barbara A Cibrone	2nd notice for two weeks of garbage out too early	1/29/24	1/31/24	1/31/24
156	Castle Road	100	Bang Nguyen Pham	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/30/24 warning
157	Hamilton Road	1363	William H & Charlotte A Hoffman	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
158	Blossom Hill Road	1485	Adam M Starkey	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
159	Blossom Hill Road	1439	Rebekka C Sloan	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
160	Blossom Hill Road	1434	Christopher G McCoy	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
161	Blossom Hill Road	1413	Wayne E Gondella	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
162	Sinclair Drive	3593	Marc & Jamie A Sterling	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
163	Rebecca Street	3700	Purni Maya Maji	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
164	Rebecca Street	3701	Melissa M Gochez	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
165	Grant Street	3769	Joshua P Petrusik	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
166	Grant Street	3715	Albert T Duncan	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
167	Grant Street	3708	Samuel A Lutz	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
168	Lyndell Street	3830	Victor Ramirez Abendano Jr	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
169	Clara Avenue	1325	Damian Schaffer	2023 Chevy Traverse parked on the grass while on Lyndell S	1/29/24	1/30/24	1/31/24
170	Middleboro Road	3717	Glenn Richard Loos	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
171	Middleboro Road	3674	Charlene Ann Harris	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
172	Loma Drive	3094	Blake Stokes	2nd week in a row garbage out before the designated day & t	1/29/24	1/31/24	1/31/24
173	Killarney Drive	852	Anthonia Lucchino	Garbage receptacle left at the curb beyond the designated tin	1/29/24	1/30/24	2/5/24
174	Sleepy Hollow Road	984	William Mooney	Garbage receptacle left at the curb beyond the designated tin	1/29/24	1/31/24	2/5/24
175	Lockridge Road	3411	Peterson Family Trust	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
176	Prospect Ave	3822	Amanda Reshelle Telep	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
177	Prospect Ave	1227	Derek Nuzum	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/29/24 warning
178	Prospect Ave	1214	James & Justin Hopkins	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
179	Shady Run Ave	1280	Peyman Abbasian	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
180	Shade Run Ave	1251	Jeremy C Smith	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
181	Shade Run Ave	1220	Roger Reed Rorabaugh	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
182	McCully Road	1618	Alison Kuzycyk & Holly Kalkhof	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
183	McCully Road	1614	Felicia Lunsford	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
184	Steiger Street	4100	Gregory W Bielski	Garbage placed out before the new designated day and time	1/29/24	1/31/24	removed 1/31/24 warning
185	6th Street	1241	Tom Duttine	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 1/31/24 warning
186	Library Road	3269	Gayane Tootikian	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 2/1/24 warning
187	Havelock Ave	1230	Holly M Cassidy	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 2/1/24 warning
188	Havelock Ave	1234	Douglas Cotton Cotford Homes LLC	Violation's agreed to be completed in 30 days back in 2/3/21	1/30/24	2/4/24	removed 2/1/24 warning

189	Havelock Ave	1234	Jared Reneau	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 2/1/24 warning
190	Havelock Ave	1245	Christopher James Abernethy	Garbage either placed out early or left at the curb since last w	1/30/24	1/31/24	
191	McRoberts Road	3221	Ronald G markel Jr	Widen parking pad to stop mud in the street a MS4 violation	1/30/24	2/18/24	
192	Grove Road	1260 Apt B	Erika lee	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 2/1/24 warning
193	Grove Road	1260 Apt A	Kyle Creed	Garbage placed out before the new designated day and time	1/30/24	1/31/24	removed 2/1/24 warning
194	Maple Avenue	925	Nancy A Rodriguez	Garbage either placed out early or left at the curb since last w	1/30/24	1/31/24	removed 2/2/24 warning
195	Francis Road	1030	Sarah Elizabeth	Garbage out too early and premises identification	1/30/24	2/10/24	removed 2/2/24 warning
196	Greenridge Road	4222	Christine M Derringer	Garbage placed out before the new designated day and time	1/31/24	2/1/24	2/2/24
197	Hastie Road	1009	Om P & Barta Chhetri	Garbage placed out before the new designated day and time	1/31/24	2/1/24	2/2/24
198	Milton Road	1012	Arthur J & Debra A Wasielewski	2nd notice about feeding the deer/rodents	1/31/24	2/2/24	
199	Cooke Drive	787 Apt B	Raymond Marcione Jr.	2003 Lexus With expired inspection stickers	1/31/24	2/10/24	2/5/24
200	Mathilda Street	4149	Erica A Olson	Green dumpster bag left on the property longer than the 30 c	1/31/24	2/10/24	warning
201	Rebecca Street	3713	Denise A Macklen	Silver van in the driveway with expired registration	1/31/24	2/10/24	2/5/24
202	Lindenwood Drive	819	Mary Lou Rusbarsky	1998 Chevy Malibu in the driveway with expired plate & sticke	1/31/24	2/10/24	
203	Maplewood Drive	902	Alyssa Panza	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
204	Columbia Drive	3398	Camille Summerson	Garbage placed out before the new designated day and time	2/1/24	2/2/24	2/2/24
205	Poplar Avenue	3614	Elisa Wiley	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
206	Myrtle Ave.	3735	Tracey Ondek	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
207	Pine Avenue	958 Apt 2	Chelsey Martin	Garbage placed out before the new designated day and time	2/1/22	2/2/24	removed 2/2/24 warning
208	Pine Avenue	958 Apt 1	Leila Shelly	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
209	Pine Avenue	934	Georgia Rose Kennedy	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
210	Willow Ave	4016	Church 216 LLC	accumulation of junk causing rodents , broken storm door	2/1/24	2/10/24	
211	Wabash Avenue	3134	Robert K & Sheri L Franz	Garbage placed out before the new designated day and time	2/1/24	2/2/24	removed 2/2/24 warning
212	Saint Anne Street	940	Alvin L Ferree II	Exterior needs to be cleaned up, unsafe railings and rodents	2/1/24	2/29/24	
213	Havelock Ave	1245	Christopher James Abernethy	2nd for garbage recptacles left at the curb beyond the design	2/5/24	2/6/24	
214	Baldwin Street	819	Dhan Basnet	2009 Nissan Parked across the street with expired stickers &	2/5/24	2/11/24	
215	Sleepy Hollow Road	915	Ashley Overbeck	2nd notice for 2008 Toyota parked on grass with expired regi	2/5/24	2/8/24	
216	Oak Drive	1431	Gary & Barbara A Hudzik	3rd notice garbage placed out before the designated day & tir	2/5/24	2/7/24	2/7/24
217	Grove Road	1361	Matthew Damico	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/7/24 warning
218	May Street Ext	2903	Soraya Z Radar Trustee	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/7/24 warning
219	Castle Road	176	Christopher B & Sandra McRowle Lii	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/6/24 warning
220	Orr Drive	1432	John f & Virginia M Goldaine	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/6/24 warning
221	Orr Drive	1437	Azure Edge	Garbage early and dragging mud on the street	2/5/24	2/7/24	Garbage 2/6/24
222	Prospect Ave	1214	Dong-Sheng Wang	Raw sewage into the street	2/5/24	2/8/24	Regular and Certified
223	Blossom Hill Road	1491	Mitch R Russell	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/6/24 warning
224	McCully Road	1618	Alison Kuzyck & Holly Kalkhof	2nd notice for garbage placed out before the new designated	2/5/24	2/7/24	2/6/24
225	McCully Road	1620	Marlene Moore	Garbage placed out before the new designated day and time	2/5/24	2/7/24	removed 2/6/24 warning
226	Rebecca Street	3706	Nick C & Margo Kravitch	3rd Notice Ford Bronco Blu in the driveway with flat tire and e	2/6/24	2/17/24	Regular and Certified
227	Library Road	3147 2nd Fl	Lauren Nagy	Garbage placed out before the new designated day and time	2/6/24	2/8/24	removed on 2/8/24 warning
228	Library Road	3147	Nora Dang's Taylor shop	Garbage placed out before the new designated day and time	2/6/24	2/8/24	removed on 2/8/24 warning

229	Grove Road	1291	William & Margaret Cancilla	Garbage placed out before the new designated day and time	2/6/24	2/8/24	removed on 2/8/24 warning
230	Grove Road	1301	Camilla Hendrych	Garbage placed out before the new designated day and time	2/6/24	2/8/24	removed on 2/8/24 warning
231	Oak Drive	1406	Imhoff Richard J & Louise	Garbage placed out before the new designated day and time	2/6/24	2/7/24	warning iWorQ
232	McRoberts Road	3185	Robert J Peters	Recycling bin has been left at the curb way beyond the design	2/6/24	2/8/24	warning
233	May Street	3154	Patricia I Noss	Green dumpster bag left on the property longer than the 30 c	2/6/24	2/14/24	warning
234	May Street	3251	Wendy S Bates	Garbage placed out before the new designated day and time	2/6/24	2/8/24	removed on 2/8/24 warning
235	Library Road	3563	James Brocato	E-Mail explanation on the property being C-1 Commercial	2/6/24		notificaton letter
236	Maplewood Drive	928	Pamela Otis	Green Toyota parked in the mud and dragging in the street	2/7/24	2/9/24	
237	Maplewood Drive	928	Eric & Dorene M Bonilla	Green Toyota parked in the mud and dragging in the street	2/7/24	2/9/24	warning
238	Arch Street	918	Deborah Z Seewald	Garbage receptacle left at the curb way beyond the designate	2/7/24	2/8/24	removed on 2/8/24 warning
239	Cooke Drive	801 B	Joel Delrosario	Garbage placed out before the new designated day and time	2/7/24	2/9/24	2/8/24
240	Vermont Avenue	1016 Apt 4	Justin Fleckenstein	Red Jeep parked on the grass	2/7/24	2/9/24	2/9/24
241	Thornwood Drive	1044	Rebecca Hahn	Garbage placed out before the new designated day and time	2/7/24	2/9/24	2/9/24
242	Redwood Drive	998	Ashok Kumar & Phul Maya Pradhan	Garbage placed out before the new designated day and time	2/7/24	2/9/24	2/9/24
243	Hastie Road	1009	Om P & Barta Chhetri	2nd notice Garbage placed out before the new designated da	2/7/24	2/9/24	2/9/24
244	Hastie Road	1014	Amie L Homa	Garbage placed out before the new designated day and time	2/7/24	2/9/24	2/9/24
245	Willow Avenue	3910	Christina Gaetano	Inform tenants change in garbage pick up day and time	2/7/24	2/9/24	2/9/24
246	Lockridge Road	3422	Matthew E Davin	Garbage receptacle left at the curb beyond the designated da	2/7/24	2/8/24	removed on 2/8/24 warning
247	Rebecca Street	3701	Melissa M Gochez	Garbage receptacles left at the curb beyond the designated ti	2/7/24	2/8/24	removed on 2/8/24 warning
248	Middleboro Road	3536	Kimberly L Belsterling	Garbage receptacle left at the curb beyond the designated da	2/7/24	2/8/24	removed on 2/8/24 warning
249	Steiger Street	4152	Joshua D Richmond	Garbage receptacle left at the curb beyond the designated da	2/7/24	2/8/24	removed on 2/8/24 warning
250	Middleboro Road	3564	Caley P Mangan	2 vehicles with expired plates, and exterior in bad condition	2/8/24	2/29/24	Regular and Certified

PJC 9



# PERMITS

Castle Shannon Borough  
 3310 McRoberts Road  
 Castle Shannon, PA 15234  
 412.885.9200 Ext 105



From: 1/1/2024 To: 1/31/2024

No.	BIU	Date	Applicant	Address	Owner	Permit Type	Description	Const. Cost	Fee	Lot Block
15885	<input type="checkbox"/>	1/2/2024	JORDAN KELLY	3170 MCROBERTS RD	SOUTH HILLS REAL ESTATE LLC	ZONING	FENCE	\$1,500.00	\$35.00	190-G-342
15886	<input type="checkbox"/>	1/2/2024	JOHN HAMMERLEE	1201 HAMILTON RD #7	WILLIAM N & CONSTANCE M BOXHEIMER	OCC - RES			\$50.00	191-S-222
15887	<input type="checkbox"/>	1/5/2024	TRUITT MILLER	1116 CASTLE SHANNON BLVD	RAYMOND LACKNER	ZONING	PORTABLE SIGN		\$50.00	250-B-96
15888	<input type="checkbox"/>	1/5/2024	MARTA KHARKO	3421 LIBRARY RD	JASON ALAN ROBERTS	ZONING	PORTABLE SIGN		\$75.00	190-N-96
15889	<input type="checkbox"/>	1/5/2024	LESLIE DEFELICE	4146 LIBRARY RD	TAKART PROPERTIES LLC	ZONING	PORTABLE SIGN		\$50.00	250-N-6
15890	<input type="checkbox"/>	1/9/2024	ISHVAR AVAIYA	3646 LIBRARY RD	DIPEN ENTERPRISE INC	ZONING	AMUSEMENT	\$2,250.00		250-D-300
15891	<input type="checkbox"/>	1/9/2024	JAMES SHANAHAN	3695 LIBRARY RD	STOEHR DEVELOPMENT INC	ZONING	PORTABLE SIGN		\$100.00	250-D-125
15892	<input type="checkbox"/>	1/9/2024	JARED JURICH	1011 CASTLE SHANNON BLVD	GOLDEN CASTLE REAL ESTATE	ZONING	PORTABLE SIGN		\$50.00	191-R-109
15893	<input type="checkbox"/>	1/9/2024	JAY COOPER	3635 LIBRARY RD	STOEHR DEVELOPMENT INC	ZONING	PORTABLE SIGN		\$50.00	250-D-125
15894	<input type="checkbox"/>	1/9/2024	LISA ANDREWS	820 SLEEPY HOLLOW RD	FRED E HETRICK	ZONING	PORTABLE SIGN		\$75.00	191-D-52
15895	<input type="checkbox"/>	1/9/2024	LINDENWOOD DIST. INC.	830 SLEEPY HOLLOW RD	COCHRAN RE LP	ZONING	PORTABLE SIGN		\$100.00	191-D-356
15896	<input type="checkbox"/>	1/9/2024	KIMBERLY GAMBLE	900 PARK AVE	KIMBERLY GAMBLE	ZONING	PORTABLE SIGN		\$50.00	191-P-222
15897	<input type="checkbox"/>	1/9/2024	AUDREY BROWN	3805-3807 WILLOW AVE	SULLIVAN ST PROPERTIES LLC	OCC - COND			\$150.00	191-P-242
15898	<input type="checkbox"/>	1/9/2024	7-ELEVEN	285 MOUNT LEBANON BLVD	MIRAMAR BRANDS PA HOLDINGS, LL	ZONING	AMUSEMENT	\$900.00		192-L-32
15899	<input type="checkbox"/>	1/12/2024	ADAM WHALEN	3500 WILLOW AVE #102	LOBOS MANAGEMENT	OCC - RES			\$50.00	190-N-290
15900	<input type="checkbox"/>	1/12/2024	BRYAN BURGESS	3260 WAVERLY ST #4	BERNARD & EVELYN SOBOL	OCC - RES			\$50.00	190-F-56
15901	<input type="checkbox"/>	1/12/2024	TAYLOR MAHAN	500 HOODRIDGE DR #308	LOBOS MANAGEMENT	OCC - RES			\$50.00	191-J-280
15902	<input type="checkbox"/>	1/12/2024	RICHARD BELL	3610 LIBRARY RD	RICHARD L BELL	ZONING	ACCESSORY STRUCTURE PORCH	\$5,000.00	\$25.00	191-S-240
15903	<input type="checkbox"/>	1/15/2024	BERNADETTE & JEFFREY SCHAFFER	2903 BROADWAY AVE	JEFFREY & BERNADETTE SCHAFFER	ZONING		\$23,500.00	\$45.70	190-H-263
15904	<input type="checkbox"/>	1/15/2024	JOHN LEONARD	3744 WILLOW AVE STOREFRONT	ABBY & KEVIN KIRKLAND	ZONING	PORTABLE SIGN		\$50.00	191-R-105
15905	<input checked="" type="checkbox"/>	1/18/2024	ELISABETH MCCOY	3640 POPLAR AVE	PATRICK T MCCOY	BUILDING	SOLAR PANELS	\$18,630.00	\$314.50	191-R-148
15906	<input type="checkbox"/>	1/18/2024	MCMINNS PUB	3925 WILLOW AVE	SCOTT MCMINN	ZONING	AMUSEMENT	\$1,900.00		250-B-42
15907	<input type="checkbox"/>	1/18/2024	SHYAM VENTURES LLC	900 SLEEPY HOLLOW RD	DHARMISHTHA LODALIYA	ZONING	AMUSEMENT	\$1,350.00		191-H-24
15908	<input type="checkbox"/>	1/18/2024	PIT STOP BEER EXPRESS	3739 LIBRARY RD	THREE CTR. INDEPENDENT OIL	ZONING	PORTABLE SIGN		\$175.00	250-C-120
15909	<input type="checkbox"/>	1/22/2024	WINDOWS R US LLC	1116 CASTLE SHANNON BLVD	VIKAS & RACHNA JAIN	ZONING	PORTABLE SIGN		\$50.00	250-B-98

<u>No.</u>	<u>BIU</u>	<u>Date</u>	<u>Applicant</u>	<u>Address</u>	<u>Owner</u>	<u>Permit Type</u>	<u>Description</u>	<u>Const. Cost</u>	<u>Fee</u>	<u>Lot Block</u>
15910	<input type="checkbox"/>	1/23/2024	JOSEPH KANOZA	3609 LIBRARY RD	STOEHR DEVELOPMENT INC	ZONING	PORTABLE SIGN		\$50.00	250-D-90
15911	<input type="checkbox"/>	1/24/2024	AARON SERRA	1076 THORNWOOD DR	MARY M GOSLIN	OCC - COND			\$50.00	251-M-54
15912	<input type="checkbox"/>	1/26/2024	ERICA RAGAN	411 HOODRIDGE DR C2	F E MCGILLICK COMPANY	OCC - RES			\$50.00	192-S-20
15913	<input type="checkbox"/>	1/26/2024	ANNIE SHAW	528 GLEN SHANNON DR	PATRICIA SHAW	URBAN AGRICULTURE	CHICKEN KEEPING		\$25.00	139-J-168
15914	<input type="checkbox"/>	1/30/2024	KATHRYN A SHANHOLTZ	3025 MAY STREET EXT	JOANNE MARIE LACHER	OCC - RES			\$50.00	190-H-298
15915	<input type="checkbox"/>	1/30/2024	SEAN BAYENS	3841 WILLOW AVE	S BAYENS PROPERTY LLC	ZONING			\$50.00	250-B-74
15916	<input type="checkbox"/>	1/31/2024	BUTCH MARTIN	1130 CASTLE SHANNON BLVD	EARL W JR & JOYCE F MARTIN	ZONING	PORTABLE SIGN		\$100.00	250-C-190
								<b>\$48,630.00</b>	<b>\$8,420.20</b>	

PJC 11

**ANIMAL CONTROL ANALYSIS**

**JANUARY 2024**

*****		
COMMUNITY	# OF CALLS	%
*****		
MT.LEBANON	50	18.94%
UPPER ST. CLAIR	40	15.15%
DORMONT	7	2.65%
SCOTT	35	13.26%
GREEN TREE	15	5.68%
WHITEHALL	22	8.33%
CASTLE SHANNON	2	0.76%
HEIDELBERG	1	0.38%
CARNEGIE	6	2.27%
ROSSLYN FARMS	0	0.00%
BALDWIN TWP	0	0.00%
BETHEL PARK	66	25.00%
BALDWIN BORO	20	7.58%
<b>TOTALS:</b>	<b>264</b>	<b>100.00%</b>

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**ANIMAL CONTROL MONTHLY REPORT**

FOR: JANUARY 2024

	MT LEBANON		USC		DORMONT		SCOTT		GREEN TREE		WHITEHALL	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
<b>Picked Up Alive</b>												
Dogs	3	3	2	2	0	0	0	0	0	0	2	2
Cats	2	2	0	0	0	0	0	0	1	1	0	0
<b>Returned to Owner</b>												
Dogs	3	3	2	2	0	0	0	0	0	0	1	1
Cats	2	2	0	0	0	0	0	0	0	0	0	0
<b>Housed In Kennel</b>												
Dogs	2	2	2	2	0	0	0	0	0	0	2	2
Cats	0	0	0	0	0	0	0	0	1	1	0	0
<b>Relocated</b>												
Dogs	0	0	1	1	0	0	1	1	0	0	1	1
Cats	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disposals (Strays)</b>												
Dogs	0	0	0	0	0	0	0	0	0	0	0	0
Cats	0	0	0	0	0	0	0	0	1	1	0	0
<b>Inquiries/Complaints</b>												
Dogs	13	13	14	14	1	1	11	11	7	7	5	5
Cats	4	4	4	4	1	1	5	5	1	1	4	4
<b>Quarantines Issued</b>												
Dogs	0	0	0	0	0	0	0	0	0	0	0	0
Cats	0	0	0	0	0	0	0	0	0	0	0	0
<b>Picked Up Dead</b>												
Dogs	0	0	0	0	0	0	0	0	0	0	0	0
Cats	1	1	2	2	0	0	0	0	0	0	0	0
Deer	8	8	4	4	1	1	4	4	5	5	10	10
Other	8	8	5	5	2	2	8	8	2	2	1	1
<b>Wild Animal Complaints</b>												
In House	0	0	0	0	1	1	1	1	0	0	0	0
Outdoors	33	33	22	22	4	4	18	18	7	7	13	13
Box Traps Set	2	2	0	0	0	0	0	0	0	0	0	0
Animals in Trap	1	1	0	0	0	0	0	0	0	0	0	0
Picked Up Alive	2	2	6	6	0	0	0	0	0	0	0	0

JURISDICTION	ENFORCEMENT								2024 TOTAL # COMPLAINTS	
	WARNINGS		FINES		CITATIONS		TOTALS			
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MT. LEBANON	3	3	0	0	7	7	10	10	50	50
UPPER ST. CLAIR	3	3	1	1	0	0	4	4	40	40
DORMONT	0	0	0	0	0	0	0	0	7	7
SCOTT TOWNSHIP	0	0	2	2	0	0	2	2	35	35
GREEN TREE	0	0	0	0	0	0	0	0	15	15
WHITEHALL	0	0	0	0	0	0	0	0	22	22
CASTLE SHANNON	0	0	0	0	0	0	0	0	2	2
HEIDELBERG	0	0	0	0	0	0	0	0	1	1
CARNEGIE	5	5	0	0	0	0	0	0	6	6
ROSSLYN FARMS	0	0	0	0	0	0	0	0	0	0
BALDWIN TWP	0	0	0	0	0	0	0	0	0	0
BETHEL PARK	6	6	0	0	0	0	6	6	66	66
BALDWIN BORO	4	4	3	3	0	0	7	7	20	20
<b>TOTALS</b>	21	21	6	6	7	7	29	29	264	264

*PSF 2*

**ANIMAL CONTROL MONTHLY REPORT**

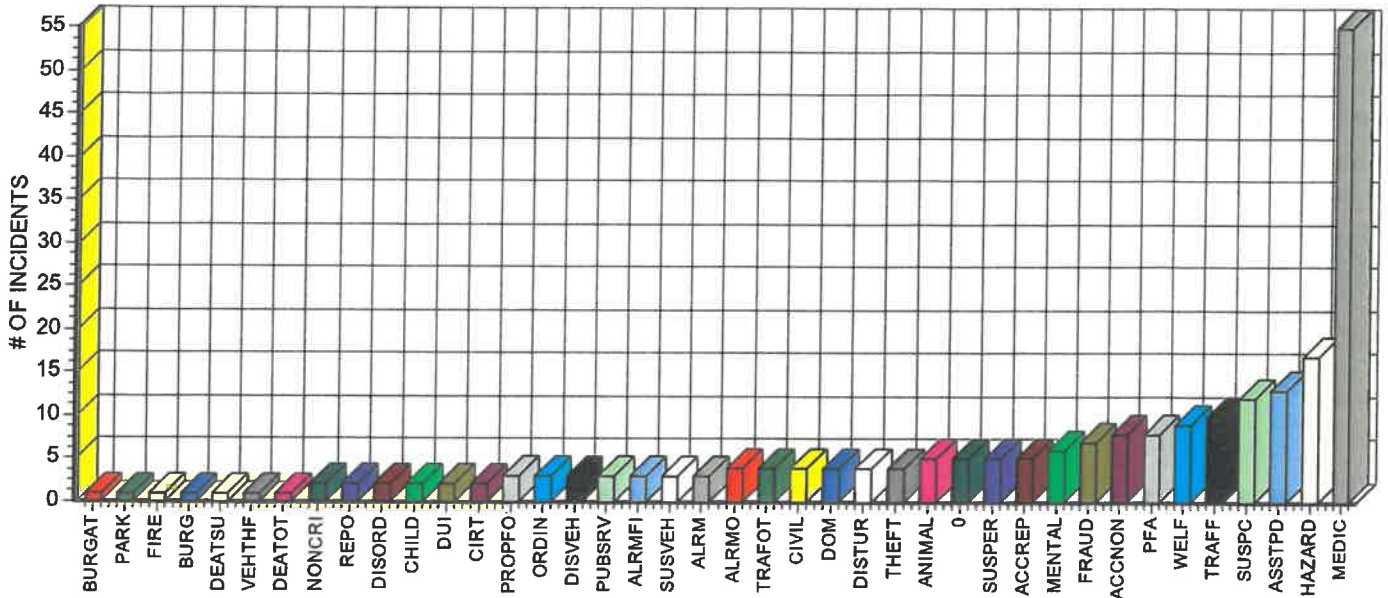
FOR: JANUARY 2024

	CASTLE SHANNON		HEIDELBERG		CARNEGIE		ROSSLYN FARMS		BALDWIN TWP		BETHEL PARK		BALDWIN BORO	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
<b>Picked Up Alive</b>														
Dogs	0	0	0	0	4	4	0	0	0	0	5	5	3	3
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Returned to Owner</b>														
Dogs	0	0	0	0	2	2	0	0	0	0	4	4	1	1
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Housed In Kennel</b>														
Dogs	0	0	0	0	4	4	0	0	0	0	3	3	3	3
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Relocated</b>														
Dogs	0	0	0	0	1	1	0	0	0	0	1	1	2	2
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disposals (Strays)</b>														
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Inquiries/Complaints</b>														
Dogs	0	0	0	0	5	5	0	0	0	0	21	21	9	9
Cats	0	0	0	0	1	1	0	0	0	0	5	5	1	1
<b>Quarantines Issued</b>														
Dogs	0	0	0	0	0	0	0	0	0	0	1	1	0	0
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Picked Up Dead</b>														
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cats	0	0	0	0	0	0	0	0	0	0	2	2	0	0
Deer	1	1	0	0	0	0	0	0	0	0	13	13	6	6
Other	0	0	0	0	0	0	0	0	0	0	12	12	2	2
<b>Wild Animal Complaints</b>														
In House	0	0	0	0	0	0	0	0	0	0	1	1	0	0
Outdoors	2	2	1	1	0	0	0	0	0	0	39	39	10	10
Box Traps Set	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Animals in Trap	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Picked Up Alive	0	0	0	0	0	0	0	0	0	0	0	0	0	0

JURISDICTION	ENFORCEMENT								2024 TOTAL # COMPLAINTS	
	WARNINGS		FINES		CITATIONS		TOTALS		MONTH	YTD
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD		
MT. LEBANON	3	3	0	0	7	7	10	10	50	50
UPPER ST. CLAIR	3	3	1	1	0	0	4	4	40	40
DORMONT	0	0	0	0	0	0	0	0	7	7
SCOTT TOWNSHIP	0	0	2	2	0	0	2	2	35	35
GREEN TREE	0	0	0	0	0	0	0	0	15	15
WHITEHALL	0	0	0	0	0	0	0	0	22	22
CASTLE SHANNON	0	0	0	0	0	0	0	0	2	2
HEIDELBERG	0	0	0	0	0	0	0	0	1	1
CARNEGIE	5	5	0	0	0	0	0	0	6	6
ROSSLYN FARMS	0	0	0	0	0	0	0	0	0	0
BALDWIN TWP	0	0	0	0	0	0	0	0	0	0
BETHEL PARK	6	6	0	0	0	0	6	6	66	66
BALDWIN BORO	4	4	3	3	0	0	7	7	20	20
<b>TOTALS</b>	21	21	6	6	7	7	29	29	264	264

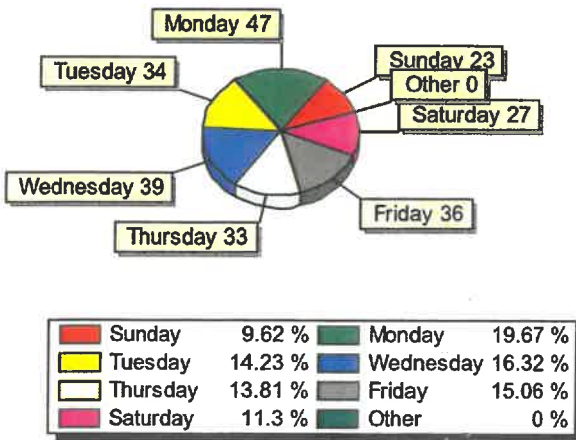
*PSF 3*

Incident Frequency by TYPE (Top 40 of 50 Shown) (Using DATE RECD)

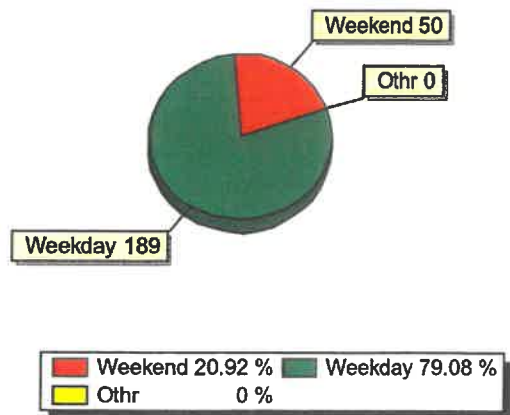


BURGAT	1	PARK	1	FIRE	1	BURG	1	DEATSU	1	VEHTHF	1	DEATOT	1
NONCRI	2	REPO	2	DISORD	2	CHILD	2	DUI	2	CIRT	2	PROPFO	3
ORDIN	3	DISVEH	3	PUBSRV	3	ALRMFI	3	SUSVEH	3	ALRM	3	ALRMO	4
TRAFOT	4	CIVIL	4	DOM	4	DISTUR	4	THEFT	4	ANIMAL	5	0	5
SUSPER	5	ACCREP	5	MENTAL	6	FRAUD	7	ACCNON	8	PFA	8	WELF	9
TRAFF	10	SUSPC	12	ASSTPD	13	HAZARD	17	MEDIC	55				

By Day of Week



Weekday vs Weekend



Search Criteria: (DATE\_RECD >= TO\_DATE('1/1/2024','MM/DD/YYYY'))  
 (DATE\_RECD <= TO\_DATE('1/31/2024','MM/DD/YYYY'))

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**Castle Shannon Police Department Vehicle Maintenance Report  
January 2024**

Car	Year	Make/Model	Type/Use	VIN / PLATE	Mileage Start	Mileage End	Total Miles	Gals Fuel	Fuel Cost	CPG	MPG	Individual Maint.	Notes	Total Main. per Car
70	2022	Ford	SUV	1FM5K8AB0NGA27076	24468	26297	1829	209.396	\$718.97	\$3.43	8.73	930.60	repair tailgate	930.60
		Interceptor	Marked Patrol	MG9551M										
71	2023	Ford	SUV	1FM5K8AB4PGA81502	5188	5668	480	44.922	\$148.50	\$3.31	10.69	25.00	rear wiper	25.00
		Explort	Unmarked	MG6616N										
73	2021	Ford	SUV	1FMJU1GT7MEA59453	15400	16209	809	173.964	\$594.33	\$3.42	4.65	18.99	front wiper blades	97.98
		Expedition	Marked MCSAP	MG7645M								78.99	oil	
75	2020	Ford	SUV	1FM5K8AB1LGA84027	48240	49114	874	100.863	\$346.89	\$3.44	8.67	409.23	rear brake pads & rotors - oil	409.23
		Explorer	Ghost Marked	MG2660L										
76	2019	Ford	SUV	1FM5K8ARXXGA62233	7338	9600	2262	278.794	\$966.85	\$3.47	8.11			-
		Explorer	Marked Patrol	MG9428K										
77	2020	Ford	SUV	1FM5K8ABXLGA20133	53848	54587	739	87.775	\$317.81	\$3.62	8.42	75.00	diagnosis	75.00
		Explorer	Marked Patrol	MG2661L										
78	2020	Ford	SUV	1FM5K8AW0LGC48712	45146	46353	1207	76.086	\$263.27	\$3.46	15.86	21.99	wipers - fluids	21.99
		Explorer	Unmarked Admin	LJP9595										
79	2020	Ford	SUV	1FM5K8AB0LGA84021	56450	57161	711	51.895	\$176.23	\$3.40	13.70	140.98	oil - snow tires	140.98
		Explorer	K9	MG2613L										
								<b>Total Fuel</b>	<b>\$3,532.85</b>			<b>1,700.78</b>	<b>Total Maintenance</b>	<b>1,700.78</b>

**YTD FUEL COST \$3,532.85**

**\$ 1,700.78 YTD MAINTENANCE COST**

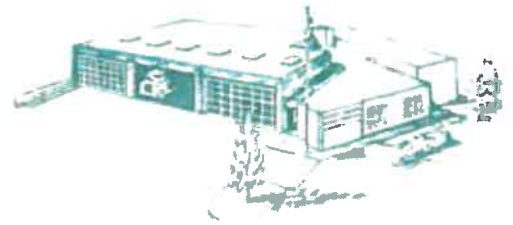
*[Signature]* 2/6/24  
Kenneth M. Truver, Chief of Police

*DSF 5*



# Castle Shannon Volunteer Fire Department

3600 LIBRARY ROAD  
CASTLE SHANNON, PA 15234



January 30, 2024

C. Michael Foote  
Borough Manager  
Castle Shannon Borough  
3310 McRoberts Road  
Castle Shannon, PA 15234

Dear Mr. Foote,

On behalf of the members of the Castle Shannon Volunteer Fire Department, I would like to take this opportunity to thank you and Borough Council for your 2023 Partnership Commitment of \$75,000 to our non-profit organization.

As part of that grant gaining process and subsequent Memo of Understanding between the Castle Shannon Borough and the Castle Shannon Volunteer Fire Department executed August 24, 2021, both parties agreed that the Castle Shannon Volunteer Fire Department provide a summary highlighting how the financial contribution was used. This correspondence represents our 2023 Grant Close-Out Report. Expenses incurred include:

- **General Insurance – includes general liability, directors and officers, auto, errors and omissions, and inland marine -- \$42,378.** *(See attached spreadsheet – Account items 105)*
- **Firehouse Utilities – includes phone, electric, and gas service -- \$33,523.** *(See attached spreadsheet – Account items 301 - 303)*

Again, we thank you and Borough Council for your unwavering support our of mission and look forward to working with you to make Castle Shannon a better and safer place to live, work, and to raise a family.

Respectfully, on behalf of the Castle Shannon Volunteer Fire Department,

A handwritten signature in blue ink, appearing to read "David J. Swisher".

David J. Swisher  
CSVFD Life Member  
CSVFD Grant Gaining Officer

PSF Co



Castle Shannon Volunteer Fire Department  
 Grant Gaining -- 2023 Castle Shannon Borough Grant  
 Expense Allocation by Category

ACCOUNT	DATE	CHECK	VENDOR NAME	DESCRIPTION	TOTAL	GROUP TOTAL	RUNNING TOTAL
<b>105</b>	<b>INSURANCE -- GENERAL</b>						
	01/19/23	9699	VARINE SLAVIN	OFFICER BOND	\$506.00		\$506.00
	03/07/23	9805	MCNEIL & CO	INS - COMM PKG	\$6,462.25		\$6,968.25
	03/07/23	9806	MCNEIL & CO	INLAND MARINE	\$2,081.25		\$9,049.50
	03/07/23	9807	MCNEIL & CO	INS - COMM UMBRELLA	\$437.50		\$9,487.00
	03/08/23	9812	MCNEIL & CO	INS - COMM PKG	\$6,932.25		\$16,419.25
	03/08/23	9813	MCNEIL & CO	INLAND MARINE	\$2,289.25		\$18,708.50
	03/08/23	9814	MCNEIL & CO	INS - COMM UMBRELLA	\$446.50		\$19,155.00
	06/06/23	10045	MCNEIL & CO	INS - COMM PKG	\$6,462.25		\$25,617.25
	06/06/23	10046	MCNEIL & CO	INLAND MARINE	\$2,081.25		\$27,698.50
	06/06/23	10047	MCNEIL & CO	INS - COMM UMBRELLA	\$437.50		\$28,136.00
	09/01/23	10244	MCNEIL & CO	INS - COMM PKG	\$6,462.25		\$34,598.25
	09/01/23	10245	MCNEIL & CO	INLAND MARINE	\$2,081.25		\$36,679.50
	09/01/23	10246	MCNEIL & CO	INS - COMM UMBRELLA	\$437.50		\$37,117.00
	10/01/23	10315	ICP	AD&D INSURANCE	\$5,059.00	\$42,176.00	\$42,176.00
	<b>MINE SUSIDENCE INSURANCE</b>						
	12/01/23	10479	COMMONWEALTH PA	MINE SUB INS FH	\$74.43		\$42,250.43
	12/01/23	10480	COMMONWEALTH PA	MINE SUB INS FH	\$74.43		\$42,324.86
	12/01/23	10481	COMMONWEALTH PA	MINE SUB INS WH	\$53.00	\$201.86	\$42,377.86

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**301 VERIZON -- FIREHOUSE**

01/18/23	9681	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$384.98		\$42,762.84
02/20/23	9771	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$383.03		\$43,145.87
03/18/23	9842	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$384.61		\$43,530.48
04/13/23	9915	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$381.20		\$43,911.68
05/12/23	9992	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$381.12		\$44,292.80
06/13/23	10059	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$381.96		\$44,674.76
07/17/23	10130	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$382.74		\$45,057.50
08/22/23	10211	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$381.93		\$45,439.43
09/15/23	10278	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$382.03		\$45,821.46
10/17/23	10346	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$392.69		\$46,214.15
11/13/23	10433	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$392.22		\$46,606.37
12/14/23	10577	VERIZON	LOCAL, LONG DISTANCE & INTERNET SERVICE	\$392.02	\$4,620.53	\$46,998.39

**302 DUQUESNE LIGHT -- FIREHOUSE**

01/21/23	9703	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$2,294.63		\$49,293.02
02/21/23	9775	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$2,253.44		\$51,546.46
03/21/23	9856	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,745.05		\$53,291.51
04/22/23	9946	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,587.13		\$54,878.64
05/23/23	10018	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,326.40		\$56,205.04
06/21/23	10075	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,505.42		\$57,710.46
07/22/23	10154	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,883.66		\$59,594.12
08/22/23	10205	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$2,399.09		\$61,993.21
09/19/23	10282	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,906.53		\$63,899.74

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10/17/23	10350	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,312.25		\$65,211.99
11/20/23	10456	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,250.89		\$66,462.88
12/19/23	10594	DUQUESNE LIGHT	FIREHOUSE SERVICE	\$1,861.66	\$21,326.15	\$68,324.54

**303 COLUMBIA GAS -- FIREHOUSE**

02/01/23	9719	COLUMBIA GAS	FIREHOUSE SERVICE	\$979.00		\$69,303.54
03/01/23	9785	COLUMBIA GAS	FIREHOUSE SERVICE	\$979.00		\$70,282.54
04/01/23	9878	COLUMBIA GAS	FIREHOUSE SERVICE	\$979.00		\$71,261.54
06/01/23	10038	COLUMBIA GAS	FIREHOUSE SERVICE	\$633.00		\$71,894.54
07/03/23	10104	COLUMBIA GAS	FIREHOUSE SERVICE	\$633.00		\$72,527.54
08/01/23	10164	COLUMBIA GAS	FIREHOUSE SERVICE	\$633.00		\$73,160.54
09/01/23	10235	COLUMBIA GAS	FIREHOUSE SERVICE	\$685.00		\$73,845.54
10/01/23	10311	COLUMBIA GAS	FIREHOUSE SERVICE	\$685.00		\$74,530.54
10/25/23	10383	COLUMBIA GAS	FIREHOUSE SERVICE	\$685.00		\$75,215.54
11/28/23	10470	COLUMBIA GAS	FIREHOUSE SERVICE	\$685.00	\$7,576.00	\$75,900.54

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**TOTAL:** \$75,900.54

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