

# Township of Upper St. Clair

Allegheny County, Pennsylvania



Upper St. Clair Municipal Building

Township of Upper St. Clair | 1820 McLaughlin Run Road | Upper St. Clair, PA 15241  
PHONE: 412.831.9000 | [www.twpusc.org](http://www.twpusc.org)

The Township of Upper St. Clair, founded in 1788, is a 10.5 square mile, primarily residential community of 19,000+ residents. Located 10 miles southwest of Pittsburgh, Pennsylvania, this family-oriented community boasts an award-winning school district, excellent recreation, places of worship, an active Community Foundation, and a safe environment. The Township has been recognized as a Banner Community by the Allegheny League of Municipalities, distinguishing itself as a model community through a commitment to sustainable practices including professional development, intergovernmental cooperation, sound fiscal management and proactive communications to engage community stakeholders.

Upper St. Clair has been named a *“Top Ten Best Places to Live”* by *U.S. News & World Report*.

The Township maintains its website at [www.twpusc.org](http://www.twpusc.org), and is active on social media. Cable 7 Public Access Television posts announcements and videos of special events. Upper St. Clair TODAY magazine, a joint publication of the Township and School District, is published quarterly and mailed to all residents and business owners free of charge.



The Township thanks the businesses and professionals whose advertisements appear along the border of the Township map. Their generous support has covered the cost of preparing and the mailing of our 2018 Municipal Directory and Map.



*Board of Commissioners' Meeting Room*

## Board of Commissioners

**Ward 1**, Nicholas J. Seitanakis, Vice President  
**Ward 2**, C. Elise Logan  
**Ward 3**, Robert W. Orchowski  
**Ward 4**, Mark D. Christie, President

**Ward 5**, Ronald J. Pardini  
**At Large**, Russell R. Del Re  
**At Large**, Daniel R. Paoly

## Township Meeting Schedule

### Board of Commissioners, Regular Meeting\*

7:30 PM, 1st Monday of the month, Board Meeting Room, Municipal Building

### Board of Commissioners, Informational and General Affairs Meeting\*

7:30 PM, last Monday of the month, Board Meeting Room, Municipal Building

### Parks and Recreation Advisory Board

7:30 PM, 4th Tuesday of the month, (No December Meeting),  
 Community & Recreation Center at Boyce Mayview Park

### Planning Commission

7:30 PM, 3rd Thursday of the month, Board Meeting Room, Municipal Building

### Youth Steering Committee

7:00 PM, 2nd Wednesday of the month, (No July or August Meeting),  
 Community & Recreation Center at Boyce Mayview Park

### Zoning Hearing Board

8:00 PM, 4th Wednesday of the month, Board Meeting Room, Municipal Building

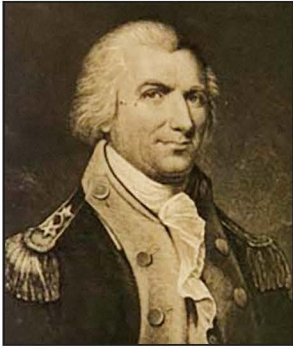
*Building and Fire Codes Appeals and Advisory Board, Civil Service Board, Library Board,  
 and Municipal Authority meet on as-needed basis.*

\*Board of Commissioner Meeting Agendas are posted on the Township website ([www.twpusc.org](http://www.twpusc.org)), Cable 7, the digital bulletin board in the Municipal Building lobby, and the Municipal Building outdoor bulletin board. They are also available with attachments in the Community Log maintained in the Township Library.

## Township Staff

Township Manager ..... Matthew R. Serakowski  
 Assistant Township Manager/ .... Mark S. Mansfield  
 Director of Administration  
 Chief of Police ..... Douglas Burkholder  
 Director of Finance ..... Mark P. Romito  
 Director of Information Technology ... Amy Sommer

Director of Library ..... Helen Palascak  
 Director of Planning and ..... Adam A. Benigni  
 Community Development  
 Director of Public Works ..... George Kostelich, Jr.  
 Director of Recreation and ..... Paul Besterman  
 Leisure Services



## Major General Arthur St. Clair

The Township of Upper St. Clair was named for Major General Arthur St. Clair, a close friend and comrade in arms of George Washington, Lafayette, and other prominent people dedicated to establishing our freedom and form of government.

St. Clair emigrated from Scotland in 1757, served as an officer in the French and Indian War, and was instrumental in bringing government to Western Pennsylvania prior to the Revolution. During the Revolutionary War, he rose to the rank of Major General, the only Pennsylvanian to do so. Following the war, St. Clair was elected to the Continental Congress and as President of the United States in Congress Assembled in 1787, he held the highest elective office in the land. Later that year, St. Clair became the first Governor of the Northwest Territories, a post he held throughout the presidencies of George Washington (1789-97) and John Adams (1797-1801) and for a time in the first term of President Thomas Jefferson (1801-09). In 1802, Jefferson relieved St. Clair as Governor due to political differences. During his military and civilian careers, St. Clair was criticized for his actions at Fort Ticonderoga and the Battle of the Wabash. In each instance, when the facts became known, St. Clair was absolved of all blame by the highest tribunals. Having spent much of his personal wealth on recruiting, training, and equipping the men under his command, St. Clair died in poverty, but not without dignity, on August 30, 1818.

## 1830 Log House

The 1830 Log House that stands on McLaughlin Run Road across from the Municipal Building is probably the most familiar of Upper St. Clair's landmarks. Today a visitor to the Log House will find a building that is well maintained by the 1830 Log House Association. One of the Township's forefathers, Alexander Gilfillan, settled here in the late 1760s and his descendants still reside in the Township. Mr. Gilfillan and his family built a house and lived on what is now St. Clair Country Club. They owned 413 acres and around 1830 either Alexander or his son John, built four or five log houses for hired men and their families. Only one survives - the 1830 Log House on its original site in the heart of Upper St. Clair.



## Polling Places

### Ward 1

District 1: Municipal Building,  
McLaughlin Run Road  
District 2: Baker Elementary School,  
Morton Road

District 3: Fort Couch Middle School,  
Fort Couch Road  
District 4: Fort Couch Middle School,  
Fort Couch Road

### Ward 2

District 1: Fort Couch Middle School,  
Fort Couch Road  
District 2: Westminster Presbyterian  
Church, Washington Road

District 3: Fort Couch Middle School,  
Fort Couch Road  
District 4: Fort Couch Middle School,  
Fort Couch Road

### Ward 3

District 1: McLaughlin Run Activity Center,  
McLaughlin Run Road

District 2: St. Louise de Marillac School,  
McMurray Road  
District 3: McLaughlin Run Activity Center,  
McLaughlin Run Road

### Ward 4

District 1: Baker Elementary School,  
Morton Road  
District 2: Boyce Middle School,  
Boyce Road

District 3: Boyce Middle School,  
Boyce Road  
District 4: Boyce Middle School,  
Boyce Road

### Ward 5

District 1: Wesley Spectrum Services,  
Johnston Road  
District 2: Wesley Spectrum Services,  
Johnston Road

District 3: Boyce Middle School,  
Boyce Road

## Community Development Department

The Planning and Community Development Department oversees building permits and zoning applications, along with code enforcement.

Building permits are required for most construction and remodeling projects including, but not limited to, sheds, garages, swimming pools, decks, additions, retaining walls, driveway pillars, and patio enclosures. Some projects such as patios and driveways require only zoning approval. In all cases, when a building permit or zoning approval is required, a land survey of the property must be submitted as a part of the permit application process. The Township may have a copy of the property survey on file. Check the website at [www.twp.uspc.org](http://www.twp.uspc.org) for types of projects requiring a permit and the application process. Questions concerning permit requirements can also be directed to this Department. The Township Code is available on our website.



## Dog and Cat Owners

All dogs and cats must have a new Township license each year. The licenses are available at the Reception desk at the Municipal Building.

Please bring a printout from your veterinarian showing the due date for your pet's rabies shot. Note that Allegheny County also has a license requirement.

## Public Works

The Public Works Department is responsible for the management and supervision of all activities relating to streets, storm sewers, sanitary sewers, trash collection, recycling, leaf and yard waste collections, parks and recreation facility maintenance, building and grounds maintenance, and forestry.



Public Works Fleet

## Commonwealth of Pennsylvania Elected Officials

Thomas Wolf, Governor | Michael J. Stack, III, Lieutenant Governor  
Josh Shapiro, Attorney General | Eugene DePasquale, Auditor General  
Joseph Torsella, State Treasurer

U.S. Senate .....	Robert P. Casey, Jr. Patrick J. Toomey
House of Representatives 18th District .....	TBD
State Representative 40th District .....	John Maher   412.831.8080
State Senate 37th District .....	Guy Reschenthaler   412.831.0250
Allegheny County Council District 5 .....	Sue Means   412.350.6545
District Judge Magisterial District 05-2-20 .....	Ronald A. Arnoni   412.835.1661



Veterans Park Statue

## Veterans Park

On Veterans Day, November 11, 2011, the Upper St. Clair Veterans Park was dedicated. The cost, covered by charitable donations from individuals and businesses, in-kind contributions of goods and services, and a county grant was the result of a true community effort. This beautiful Park, located next to the Municipal Building, honors the histories of the branches of service - Army, Navy, Air Force, Marines, Merchant Marines, Coast Guard, and National Guard.

The histories, which are carved into seven granite monuments, were contributed by Upper St. Clair High School students, fulfilling one of the goals of the Park which is to instill in our youth an appreciation for the sacrifice of those who make freedom possible. On Veterans Day, 2016, the five-year anniversary of the Park, a bronze statue of a young boy saluting was dedicated, completing the project.



### MARINE CORPS

The U. S. Marine Corps was established on November 10, 1776, by the Continental Congress. It is the only United States military service to have served in every major conflict in the world, to have served in every major theater of war, to have served in every major branch of the military, and to have served in every major branch of the military. It is the only branch of the military to have served in every major branch of the military.

During the World War II, the Marine served gallantly in Iwo Jima and the final Marine's sacrifice. The final Marine's sacrifice was on Iwo Jima. The final Marine's sacrifice was on Iwo Jima. The final Marine's sacrifice was on Iwo Jima.

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Veterans Park

# Public Safety

**Police Department:** This Department is responsible for ensuring public safety and for the enforcement of the laws of the Commonwealth of Pennsylvania and the laws and ordinances of the Township. The 24-hour dispatch center coordinates all emergency services including police, fire, and ambulance. Additionally, the Police provide patrol squads, vacation home checks, criminal investigations, has a special tactical team prepared for extraordinary crisis, and more. The Police Department sponsors a Citizens' Police Academy annually.



**Animal Control:** The Township participates in a joint program with nearby communities. Residents can call the Police Department for Animal Control services to report animals running at large, to enforce nuisance animal regulations, and to report injured and killed animals. Returning pets to their proper owners and finding homes for unclaimed animals are priorities for these officers.



**Volunteer Fire Department:** Since 1939 the Volunteer Fire Department has been responsible for fire protection, rescue service, and other emergency assistance for the Township. The primary fire station along Route 19 provides an efficient and safe building for preparing and responding to emergency events. The Fire Department also answers calls for hazardous materials incidents, vehicle rescue, and mutual aid assistance to fire departments in surrounding communities. Fire extinguisher training for local businesses, tours of the station, fire safety talks in the schools, and more are handled by this all-volunteer group.



**Tri-Community South Emergency Medical Services:** The Township participates in a jointly-operated emergency medical services program with the Township of South Park and the Municipality of Bethel Park. This program which went into service on December 31, 1977, provides emergency and non-emergency ambulance transport by highly trained and state-licensed medical personnel. TCS South is an award winning service that has earned prestigious CAAS Certification.

**The Township also utilizes an emergency notification system.**

# Taxes

The Township Manager is the Tax Collector pursuant to the Home Rule Charter. The Township contracts with Jordan Tax Service to administer all taxes for both the Township and the School District. The Tax Office is located next to the Township Reception Area in the Municipal Building. Office hours are 8:00 AM – 4:00 PM, Monday through Friday, (closed for lunch), and summer hours (Memorial Day to Labor Day) may vary. An outside payment drop box is available to the left of the main entrance to the Municipal Building. For your convenience, tax payments may be dropped in this box at any time.

**Real Estate Tax:** This tax is levied annually on all residential, commercial, industrial, and other non-exempt real estate. The tax is levied by three separate government entities: Township of Upper St. Clair, School District of Upper St. Clair, and Allegheny County. The tax amount due is calculated as the product of two factors: the assessed value of the property and the millage rate. The assessed value is 100 percent of the market value of the property. The millage rates are set yearly by each of the three taxing jurisdictions. A mill is 1/1000 of a dollar of total assessed property value in the Township.

**Earned Income and Net Profits Tax:** This tax is levied on all Township residents who have earned income, wages or net profits. The tax rate in Upper St. Clair totals 1.30% (the Township receives 0.80% and the school district receives 0.50%). Taxable compensation is defined by the PA Department of Revenue. Questions about this tax should be directed to the tax collector, Jordan Tax Service.

**Local Services Tax:** This tax is a flat \$52.00 levied annually on all persons engaging in an occupation within the geographic boundaries of the Township, including self-employed persons. The tax applies to all persons working in the Township of Upper St. Clair regardless of their residence. A person earning less than \$12,000 per year is exempt from the tax.

**Mercantile Tax:** This tax is levied by the School District on all persons or businesses who sell (either wholesale or retail) goods, ware, and merchandise. The tax is calculated on millage rates on each dollar of annual gross business. The millage for broker/wholesale receipts is 1 mil. The millage for retail receipts is 1.5 mills.

# Trash and Recycling

Trash collection day is weekly either on Wednesday or Thursday depending on your location. Recycling is collected every other week on your regular trash day. The schedule is in the "Trash & Recycling Calendar" mailed annually to each household and available also on the website [www.twpusc.org](http://www.twpusc.org). Refer to this calendar for additional information.

For sanitary purposes, all regular municipal waste (not recyclables) should be bagged, whether or not it is placed in a trash can. Trash receptacles shall be no larger than 33-gallon capacity and contents shall weigh no more than 50 pounds. Recycling must be placed in the USC Recycle container. Materials can be commingled and include, but are not limited to, aluminum, bi-metal, and steel food cans; clear, green, and brown glass containers; #1, #2, #3, #4, #5, #7 plastics (no Styrofoam); newsprint; magazines; phone books; paperback books; and more. Other recycling efforts include:

- **Electronics Recycling:** 2nd Saturday of each month (except February) at the Community & Recreation Center at Boyce Mayview Park, 10:00 AM – 2:00 PM
- **Yard Debris at Curbside:** See Trash & Recycling Calendar
- **Yard Debris/Leaf Waste Drop Off:** 2nd Saturday of every month April-December at Boyce Composting Site, 10:00 AM – 2:00 PM
- **Document Shredding:** 2nd Saturday of May and October, 10:00 AM – 2:00 PM, call 412.831.9000, x271 for location
- **Retire Old Glory:** Bin at Community & Recreation Center at Boyce Mayview Park
- **Christmas Tree Recycling:** Call 412.831.9000, x271 for location

*In addition, the Library recycles cell phones, rechargeable batteries, ink cartridges, and eyeglasses.*

# Sustainability

With a commitment to sustainability being an actual way of living, Upper St. Clair placed first in the 2016-17 Green Workplace Challenge. Recognized by Sustainable Pittsburgh, this yearlong competition enabled municipalities and businesses to track and measure improvements in energy, water, waste, and transportation.

# Fun Facts

- By 1844 there was mail delivery to Upper St. Clair every Saturday at Squire Espy's Store. The mail carrier rode horseback carrying the mail in his saddlebags.
- Around 1904 the first telephone line was run from Bridgeville to the general store.
- The first road to be paved in the Township was Washington Road in 1898 and the first car owned locally appeared about 1909. An Esso gas station was the first in the area and sold gas for 16 cents a gallon.
- Brookside Farms was the first Real Estate Development in 1913 when the trolley began to run from Pittsburgh.
- In 1954 the Township was designated a First Class Township and in 1976 it officially became a Home Rule Community.

# Department of Recreation and Leisure Services

412.221.1099

This Department, located at the Community & Recreation Center (C&RC) at Boyce Mayview Park (1551 Mayview Road), is responsible for recreation programming and activities for all ages, including an active Senior Citizens program. Several annual events are held including a Community Day each May, a Flea Market in July, and a Bounty at Boyce Mayview Fall Fest. Residents may contact the Recreation Department to reserve Township facilities including the McLaughlin Run Activity Center - the MAC for parties, and special events and meeting rooms.

The Township has over 550 acres of community and neighborhood parks and facilities, including playgrounds, tennis courts, a three-hole golf course, baseball fields, basketball courts, soccer fields, walking trails in Gilfillan and Boyce Mayview Park, and more.



Community & Recreation Center

## Boyce Mayview Park

The regional Boyce Mayview Park, located at 1551 Mayview Road, is the largest park at over 475 acres, boasting natural areas and wetlands, ten miles of natural surface walking trails, an expanding perimeter trail, playing fields, and a baseball field concession building.

Situated in the active area of the park is the 90,000 square foot Community & Recreation Center, a facility that opened in 2009, featuring indoor/outdoor aquatics, state-of-the-art fitness, group fitness rooms, 1/8 mile walking track, two full-size basketball courts, and rentable community rooms.

The Township of Upper St. Clair values the Allegheny Regional Asset District for its continued support with our development of Boyce Mayview Park.

## The Miracle League Field and "The Clubhouse" Playground at Boyce Mayview Park

The Miracle League of the South Hills Field, aided by Casey's Clubhouse, many corporate and personal donations, including the Pirates Charities, opened in 2009. This active sports league has grown over the years offering every child a chance to play ball.



The Clubhouse, All-Accessible Playground

"The Clubhouse", an all-accessible playground, opened next to the Miracle League field in 2015. This custom-themed playground features tower slides, ball glove tube slides, a replica Clemente Bridge, water-misting tree and fountain, ground piano, and NEOS 360 electronic aerobic game.

## Township Telephone Numbers

**EMERGENCY: POLICE/FIRE/AMBULANCE: 412.833.7500**

Township office hours: 8:00 AM – 4:00 PM (Summer hours may vary)

Administration/Township Manager .....	412.831.9000
Animal Control .....	412.833.7500
Cable 7 Public Access TV .....	412.831.1030
Community & Recreation Center .....	412.221.1099
at Boyce Mayview Park	
Community Development Department .....	412.831.9000, x501
Finance Department .....	412.831.9000, x218
Library .....	412.835.5540
Police Administration .....	412.833.1113
Public Works .....	412.831.9000, x271
Public Works Emergency/After Hours .....	412.833.7500
Tax Office .....	412.831.9000, x226
Tennis Administration .....	412.831.7556
Three-Hole Golf Course .....	412.831.7556

Tri-Community South Emergency Medical Services .....	412.831.3710
Volunteer Fire Department Station .....	412.835.0660

### Frequently Called Numbers, Utilities, and Services

Columbia Gas Company .....	412.416.6300
Comcast Xfinity® .....	800.266.2278
Pennsylvania American Water Company .....	800.565.7292
Peoples Natural Gas Company .....	412.395.3050
South West Communities Chamber of Commerce .....	412.221.4100
Upper St. Clair Post Office .....	412.221.2708
Upper St. Clair School District .....	412.833.1600
Verizon Fios® .....	800.837.4966
West Penn Power/First Energy .....	888.544.4877

## Library

Use, Share and Connect at the Upper St. Clair Township Library, your community resource center.



Adult Library



Children's Library

The Upper St. Clair Township Library is located on the 2nd and 3rd floors of the Municipal Building. The library collection includes books, audio books, music, and movies for all ages. Online resources include ebooks, downloadable audio and video, and online databases. The library has free WiFi as well as computer workstations. A variety of programs and classes, listed on the library website, are offered throughout the year for both children and adults.



**Township of Upper St. Clair**  
 1820 McLaughlin Run Road  
 Upper St. Clair, PA 15241

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# ADVERTISERS INDEX

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AHN Health & Wellness Pavilion . #22 412-330-4448	Maid With Care ..... # 5 412-221-8500	St John Capistran Catholic Church ..... #10 412-221-6275
Arbor Tree Specialists Inc ..... #33 412-655-8424	Manalo Smiles / Pinebridge Dental ..... #48 412-221-2221	State Farm Insurance ..... #18 412-221-2775
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Calabro Tire & Auto Service ..... #17 412-221-4300	Pediatric Dentistry South ..... # 4 412-257-1150	Thomas Dance Studio ..... # 6 412-257-2000
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Coleman Financial Services ..... # 2 412-835-8003 / 800-380-8003	Pinebridge Counseling ..... #50 412-407-2900	Tucker Arensberg, Attorneys ..... #14 412-566-1212 / 594-3919
Erie Insurance Group / Benner Insur- ance ..... #43 724-942-0413 / 800-447-2344	PNC Bank ..... #11 412-835-0800	Victorian Finance ..... # 8 412-854-4500 / 888-333-0191
Friendship Village of South Hills / Lifespan Community ..... #15 724-941-6663 / 888-272-2250	ProBike & Run ..... #40 412-851-1109 / 381-7602	Waste Management ..... #34 412-269-5384 / 800-866-4460
Golden Estate Sales ..... #29 724-941-7384	R & R Masonry Restoration ..... #36 412-831-7074 / 561-6463	Westminster Presbyterian Church ..... #12 412-835-6630
Heartland Homes / Bednar Estates ..... #23 412-275-4465 / 356-1170	Rusmur Floors ..... #46 412-221-6366	