

**SOUTH STRABANE TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING**

OCTOBER 23, 2018

APPROVED MEETING MINUTES

1. CALL TO ORDER

The October 23, 2018 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors	Bob Weber, Chairman; Thomas Moore, Vice Chairman; Bracken Burns; Richard Luketich; and Laynee Zipko.
Also Present	Brandon Stanick, Township Manager; Dennis Makel, Township Solicitor; Richard Rush, Alt. Township Engineer (Widmer); and Scott Reese, Fire Chief.

A list of 4 visitors is on file at the Municipal Building.

2. PLEDGE OF ALLEGIANCE

Chair Weber led the Pledge of Allegiance.

Chair Weber stated the Board met in Executive Session this evening prior to the meeting for the purpose of discussing personnel matters and ongoing litigation.

3. PUBLIC COMMENT

Chair Weber stated the Board allocates a period of time during this item for those individuals who would like the opportunity to address the Board on any matter. Each person addressing the Board is asked to limit their comments to a maximum of three (3) minutes.

Mr. Jerry Angelo (resident on Rankin Rd.) expressed his belief that the Township does not own the former road shed property and inquired why the Township rents the property. He also commented that there have been a lot of accidents on I-70 lately. He asked if on and off ramps to I-70 will be constructed on Zediker Station Road.

4. CONSIDERATION OF MEETING MINUTES – SEPTEMBER 11, 2018

Mr. Burns moved to approve the September 25, 2018 Board of Supervisors Meeting Minutes as presented. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

5. FINANCIAL BUSINESS

The Board considered the following financial business:

- Payroll: \$ 106,280.66 (pay date of September 28, 2018)
- Payroll: \$ 105,328.48 (pay date of October 12, 2018)
- General Fund: \$ 466,229.79 (September 23 through October 3, 2108)
- Liquid Fuels: \$ 42,637.46 (September 23 through October 3, 2108)
- General Fund: \$ 35,219.24 (October 4 through October 17, 2018)
- Liquid Fuels: \$ 4,907.48 (October 4 through October 17, 2018)
- **Total Expenditure: \$ 760,603.11**

- Overtime costs for the period include:
 - Police: \$ 2,523.96
 - Fire: \$ 1,182.00
 - Public Works \$ 1,105.40
 - **Total OT:** \$ **4,811.36** (pay date of September 28, 2018)

 - Police: \$ 6,678.20
 - Fire: \$ 1,069.18
 - Public Works: \$ 495.95
 - **Total OT:** \$ **8,243.33** (pay date of October 12, 2018)

Mr. Luketich moved to approve the payroll for the periods September 9 through September 22, 2018 and September 23 through October 6, 2018 and bills for the periods September 20 through October 3, 2018 and October 4 through October 17, 2018. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

There were no announcements.

7. TOWNSHIP REPORTS

Township Engineer's Report

Alternate Engineer Rich Rush (Widmer Engineering) provided an update regarding the Township's MS-4 Program and the Township's pending submission of its Pollution Reduction Plan to the Department of Environmental Protection. He noted that the Township has an individual permit and it is being renewed this year. Because of this, a Pollution Reduction Plan must be formulated and submitted to the DEP. The Plan must show a reduction in contaminants by 10%. He noted several options available to reduce contaminants, including the installation of swales, basins, etc. He then reviewed five specific areas from a map illustrating Best Management Practices for streambank restoration. A goal of the MS-4 Program is to reduce sediment and improve water quality. Following DEP's review of the PRP, the Township would then implement

the BMPs provided on the map. The Township will have to prioritize projects and allocated funding to implement the BMPs.

In response to Chair Weber's question, Mr. Rush advised that the submittal to the DEP is on time and the DEP will typically provide a response within six months.

Mr. Burns inquired if the Township is solely responsible for the cost of remediation. Mr. Rush stated the Township is responsible for the cost; however, there are funding programs to assist in completing the projects. He noted the Local Share Account is a source that may be available in the future.

Mr. Burns moved to approve the submission of the PRP and overall BMPs map to the DEP. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Township Manager's Report

Township Manager Stanick reported the Township was previously advised that a Special Meeting was held on August 27, 2018 to discuss and vote on the merger of the Strabane Manor Homeowners Association and the Strabane Haven Homeowners Association. The vote resulted in the merger of the two homeowners associations into one association. Since that time, a final executed copy of the Declaration and Termination Agreement has been signed by the appropriate parties and recorded with the Washington County Recorder of Deeds Office. As the Township's requirement has been met, it has recommenced issuing building and occupancy permits for the dwellings in Phase 4 of the Strabane Manor Residential Development.

Secretary/Treasurer's Report

The following items have been received or issued between September 22 and October 19, 2018:

Minutes and Agendas:

- a) Zoning Hearing Board Meeting Minutes – September 4, 2018;
- b) Planning Commission Meeting Minutes – September 6, 2018;
- c) Sanitary Authority Meeting Minutes - September 19, 2018;
- d) Comprehensive Plan Implementation Committee Meeting Minutes - September 20, 2018;
- e) Planning Commission Meeting Agenda – October 4, 2018;
- f) Zoning Hearing Board Meeting Agenda - October 15, 2018;
- g) Sanitary Authority Meeting Agenda – October 17, 2018;
- h) Comprehensive Plan Implementation Committee Meeting Agenda – October 18, 2018; and
- i) Washington County Sewage Council Full Council Meeting Agenda – November 7, 2018.

Reports and Publications:

- a) Fire Department Report – September 2018;
- b) Public Safety Department Report – September 2018;
- c) Tax Collector's Report – September 2018;
- d) Tax Collector's Report Interim Collection Only – September 2018;
- e) Animal Control Officer's Report – September 2018;

- f) PSATS News Bulletin – September/October 2018;
- g) Progress Report-PennDOT District 12 – Volume 1 Issue 10;
- h) OR Legal Ad for Budget Meeting Dates – October 3, 2018;
- i) OR Legal Ad for Public Hearings- October 3, 2018;
- j) OR Legal Ad for MS4 – October 1, 2018; and
- k) Washington County Electronics Collection - November 6, 2018.

Correspondence:

- a) Email dated September 26, 2018 from Laural Ziemba regarding updates to drilling activities at the Munce and Baumel pads;
- b) *Letter (w/ attachments) dated September 27, 2018 from EQT regarding its intent to apply for a permit to drill the proposed Gallagher Well in Amwell Township;*
- c) *Letter (w/ attachments) dated September 27, 2018 from Range Resources regarding its intent to apply for a permit to drill the proposed Elliott John 11826 7H-13(Well Added) in Amwell Township;*
- d) Letter dated September 27, 2018 from Freedom Transit regarding Financial Support for their services;
- e) Letter dated September 29, 2018 SSTSA, Cynthia Rossi thanking the Township for the letter of support for the Sewer Grant;
- f) Letter dated September 2018 from PennDOT regarding the notice of estimated Liquid Fuels allocation for 2019;
- g) Email dated October 3, 2018 Nicholas Streets regarding PennDOT Project – US 19 Signal Upgrades;
- h) Memorandum dated October 4, 2018 to Chair Phillis and Members of the Planning Commission regarding a review and Evaluation of Land Development and Zoning Requirements concerning park, recreation and open space;
- i) *Letter (w/ attachments) dated October 5, 2018 from Range Resources regarding its intent to apply for a permit to drill the proposed Guyton Patrick 10082 6H-10H, 15H and 16H in North Strabane Township; and*
- j) Email dated October 8, 2018 from Laural Ziemba regarding updates to drilling activities at the Munce and Baumel pads.

8. UNFINISHED BUSINESS

8A Ordinance Amending Chapter 245 of the Township Zoning Code Regarding the Purpose of the C-3 District and Eliminating Light Manufacturing as an Authorized Conditional Use in the C-3 District (Tabled)

Mr. Weber advised this item will remain on the table.

8B Ordinance Establishing an Intergovernmental Agreement with the City of Washington for a Connection from Washington Park to Clare Drive for Emergency Purposes (Tabled)

Mr. Weber advised this item will remain on the table.

9. NEW BUSINESS

9A Motion Approving a Winter Maintenance Agreement with Maronda Homes for Phase 4 of the Strabane Manor Residential Development (Shawnee Drive)

Township Manager Stanick reported Maronda Homes, Inc. is requesting the Township enter into a Winter Maintenance Agreement (Agreement) for snow and ice clearance, as well as the application of anti-skid and/or deicing materials for the portion of Shawnee Dr. located in Phase 4 of the Strabane Manor Residential Development. This portion of Shawnee Dr. is currently under private ownership with occupied dwellings and several more under construction. The Agreement is in the minimum amount of \$1,300 and terminates on April 15, 2019.

Mr. Burns moved to approve the Agreement. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9B Public Hearing to Consider an Ordinance Establishing a Volunteer Service Credit Program; Enacting Tax Credits for Volunteer Fire Companies and Non-Profit Emergency Medical Service Agencies; and Establishing Administrative Procedures and Appeals

Township Manager Stanick reported Act 172 of 2016 provides municipalities with the option to offer a real estate or earned income tax credit to active members of volunteer fire companies and nonprofit emergency medical service agencies through a Volunteer Service Credit Program (Program). The goal of the Program is to encourage membership and service in a community's volunteer fire company and nonprofit emergency medical service agencies. Active volunteers who meet the service credit criteria established by the municipality would be eligible for a real estate tax credit or an earned income tax credit.

The real estate tax credit is limited to 20% of the municipal real estate tax liability for residential real property owned and occupied as the domicile of an active volunteer. The earned income tax credit must be set at a flat amount (proposed \$500). In the event a volunteer's tax liability is less than the flat amount, the credit is limited to their total tax liability. The earned income tax credit only applies to an earned income tax levied by the municipality under the Local Tax Enabling Act.

In addition, he reported the proposed ordinance provides a structure by which the Township may offer the Program. A resolution will be required to establish specific criteria that must be met to qualify for the Program. Should this ordinance be adopted by the Board, a resolution establishing the specific criteria will be prepared for consideration on November 13th. In addition, the proposed ordinance establishes the method for administering the Program, as well as an appeal procedure for both the property tax and earned income tax credits.

A public hearing must be held prior to the Board's adoption of the ordinance. As such, a public notice was published in the September 6th edition of the Observer-Reporter meeting the public notice requirement of at least 30 days.

Township Solicitor Makel administered the oath to those in attendance that wish to address the Board.

In response to Solicitor Makel's recommendation, Mr. Burns moved to enter the notice of publication for the legal advertisement as Exhibit A and to attach the legal notice to the October 23, 2018 Meeting Minutes. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Chair Weber opened the floor for public comment.

Dave Matalik (resident on Shawnee Dr.) asked if the program counts toward earned income. Solicitor Makel stated he is not aware of an IRS ruling; however, this is an earned income tax credit. This is being used by many municipalities across the State to encourage people to volunteer for the fire service.

As there were no further public comments, Mr. Burns moved to close the Public Hearing. Mr. Luketich seconded the meeting. The motion passed on a unanimous voice vote.

Mr. Burns moved to approved the ordinance. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9C Motion to Authorize the Bid Advertisement for the Sale of a 2010 Ford Explorer

Mr. Burns moved to advertise for bids for the sale of a 2010 Ford Explorer. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Ms. Zipko moved to adjourn the meeting. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:31 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager