

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

November 4, 2020

APPROVED MEETING MINUTES

1. CALL TO ORDER

The November 4, 2020 Budget Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 6:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors Thomas Moore, Chairman; Rich Luketich, Vice Chairman; Mark Murphy; and Bob Weber

Not Present: Bracken Burns

Also Present Township Manager Brandon Stanick and Assistant to the Township Manager Patrick Conners;

No visitors were in attendance.

2. PUBLIC COMMENT

Mr. Moore 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.

There were no Public Comments.

3. REVIEW OF PENSION SYSTEMS AND PERSONNEL COSTS

Township Manager Stanick discussed the actuarial calculations for the pension accounts for the Township. Mr. Luketich inquired regarding the current carrier for the Fire Department's pension account. Township Manager Stanick stated that he would be discussing a group initiative with other municipal managers due to the timeliness of PMRS financial statements. Mr. Luketich then inquired regarding the Minimum Municipal Obligation (MMO). Township Manager Stanick outlined the Township's obligation and the MMO. After soliciting a question from Mr. Weber, he noted the various distress levels associated with the accounts which are used by the Commonwealth. He then outlined the Fire Pension's history to better illustrate the distress ranking which has improved.

Township Manager Stanick next discussed a plan to construct a full Department Head Pay Plan which will include salary ranges. He noted staff is continuing to develop a full wage schedule/scale. He then illustrated the total costs per employee (i.e. wages, health insurance, contributions, etc.). to provide a comprehensive picture of payroll expenses. He then highlighted the increases in health insurance coverage for each respective department citing an approximate 3.5% increase across the board. A discussion regarding the history of the Township's health insurance coverages ensued.

Mr. Luketich inquired regarding the progress of the SAFER grant submission. Township Manager Stanick outlined the application's timeline and noted funding would be available for 2022 should the Township be awarded the grant during the upcoming cycle. He noted the tiered funding structure of the grant highlighting that after year 3, the Township would be obligated to pay 100% of the costs for the new hires. Mr. Weber noted his desire to see 24/7 staffing of paid firefighters. Mr. Luketich noted that full-time staffing would alleviate long-standing response concerns from the Volunteer Department.

Township Manager Stanick then discussed the projected staffing levels for the Code Enforcement Department noting the anticipated retirement of a Code Enforcement Official in 2021. A discussion regarding Code Enforcement operations ensued.

Township Manager Stanick next distributed a proposal for the hire of an additional Public Works laborer. He cited his desire to advertise and conduct interviews within the upcoming weeks for the vacancy. Mr. Weber inquired regarding the GPS units within the Public Works fleet and the overall management of the system. Township Manager Stanick outlined the GPS fleet system, noting it allows management to monitor the activities and locations of the Department. He highlighted the system will also be used to manage snow routes. A discussion ensued regarding the management structure of the Department. Mr. Luketich stated that he would be in favor of hiring an additional laborer, but expressed his desire to see more routine reporting of daily operations. Township Manager Stanick stated that a monthly Public Works report could be included within the Secretary/Treasurer's Report. After a brief discussion the Board advised Staff to advertise the job vacancy.

A brief discussion on the Township's custodial service ensued. The Board expressed their desire to see a local resident hired to replace the current custodial contractor. Mr. Weber noted the current condition of the nameplates used during public meetings. Township Manager Stanick stated that new nameplates for the Board members would be ordered for next year. Mr. Murphy noted the current cardboard & paper dumpster vendor is not providing the necessary level of service. He stated a cardboard compactor may be a viable solution for the Township. Mr. Luketich noted that neighboring municipalities may want to buy-in to the compactor. Township Manager Stanick stated that Staff would look further into a possible solution for the upcoming year.

A brief discussion regarding the scheduling of performance reviews followed.

4. ADJOURNMENT

As nothing further came before the Board, Mr. Weber moved to adjourn the meeting. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:20 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager