

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

December 13, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The December 13, 2022 Budget Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 8:00 a.m. in the Meeting Room of the Municipal Building (550 Washington Road, Washington, PA 15301).

The following were present:

Board of Supervisors	Bob Weber, Chair; Mark Murphy, Vice Chair; Bracken Burns; Russell Grego; and Richard Luketich.
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Absent	None
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Also Present	Township Manager Brandon Stanick; Finance Director Janna Luton; Police Chief Drew Hilk; and Township Solicitor Dennis Makel.
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2. 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 of Supervisors is asked to limit their comments to a maximum of three (3) minutes.

There were no comments from the Public.

3. BUDGET WORKSHOP

Mr. Stanick reported updates made to the Budget based on direction received from the Board at its December 6, 2022 meeting. The Budget no longer has programmed \$50,000 contribution to the General Fund from the Capital Fund reserved for the Manifold Streambank Restoration Project, and has decreased the advance from \$200,000 to \$100,000 from the Sewer Fund, which if it is an “advance” would be paid back from the General Fund overtime. Approximately \$300,000 in the Sewer Fund would remain. These changes were made in addition to using \$277,866 of the Township’s American Recovery Plan Act (“ARPA”) funds, \$332,387 remain unallocated.

A discussion on expenditures for legal fees ensued. At the suggestion of Solicitor Makel, it was the direction of the Board to cap expenditures for general legal services at \$40,000, labor legal services at \$20,000 and Zoning Hearing Board legal services at \$4,000. A discussion ensued regarding projected revenue for Earned Income and Mercantile Taxes.

Chief Hilk was in attendance and reviewed overtime expenses with the Board. Mr. Luketich inquired on the possibility of reducing the number of officers working on holidays. Chief Hilk reported the schedule for the various shifts is a fixed schedule reflective of any vacation days

planned since the beginning of the year. Chief Hilk distributed sample schedules to the Board and reviewed Overtime used. Mr. Grego inquired on the use of Part-Time Officers. Chief Hilk stated the Police Department has trended away from using Part-Time Officers due to challenges associated with retention and recruitment.

The Board discussed the possibility of having Cypher and Cypher assist with preparation of the annual budget. A discussion followed regarding a comment from Mr. Luketich regarding uniforms for Public Works Employees.

Mr. Stanick reported the Township will be eliminating its Part-Time Building Inspector position seeking a savings of wages and personnel taxes in the amount of \$27,176. It was decided Building Inspector Jim Barnes could work two days per week until June 2023 as part of a phase out.

It was the direction of the Board to maintain the proposed 0.75 mill Fire Tax in order to build a reserve to pay for the Aerial Apparatus to be delivered in 2026.

The Board adjourned into Executive Session at approximately 9:00 a.m. for the purpose of discussing personnel matters.

4. ADJOURNMENT

As no further business came before the Board, the meeting was adjourned at approximately 10:00 a.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager