

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

October 27, 2021

APPROVED MEETING MINUTES

1. CALL TO ORDER

The October 27, 2021 Budget Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 6:14 p.m. at the Township 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; Assistant to the Township Manager Jim Sutter; Fire Chief Scott Reese; Police Chief Drew Hilk; and Finance/HR Analyst Marie Coffman
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2. PUBLIC COMMENT

The Township Board of Supervisors allocates a period of time during this item for those individuals who would like the opportunity to address the Board of Supervisors 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. REVIEW DEPARTMENT EXPENSES FOR 2022

Fire Department

Fire Chief Scott Reese provided an overview of the Fire Department’s proposed expenditures for 2022. The General Liability and Auto Insurance will need to be increased from \$30,000 to \$32,000 due to the recent purchase of a new fire rescue apparatus. He stated the line item for the amount the Township contributes to the Volunteer Fire Department is to be determined.

Chief Reese pointed out the amount spent to date on the Professional Services line item was significantly higher than the amount budgeted for the previous year. He stated this was due to the installation of the emergency reporting tracking software. This service had a first-year cost of \$4,013 associated with it and an estimated \$3,293 yearly cost after this. The Township had paid for two years up front, leading to the nearly \$8,000 amount over budget.

Chief Reese stated the amount requested for Fire Hydrant maintenance fees was increased from \$60,000 to \$62,000 to account for the proposed residential developments. Mr. Burns inquired of the maintenance of hydrants by PA American Water. Chief Reese confirmed maintenance is done infrequently. Mr. Burns expressed his desire to see PA American Water actually maintain the fire hydrants given the amount the Township pays them in maintenance fees. Chief Reese stated PA American Water will repair any that are actively damaged or non-functioning but does not typically perform preventative maintenance. A discussion on the Township's proposed Fire Hydrant Assessment fee ensued.

The review of the Fire Department concluded with a discussion on expenditures associated with training, continuing education and certifications.

Police Department

Police Chief Drew Hilk provided an overview of the Police Department's proposed expenditures for 2022. The uniform allowance amount is set by the Collective Bargaining Agreement with the union and is unchanged from the previous year. A new line item under Professional Services is maintenance for the CODY records management system. The actual system itself was paid for by funding from the CARES Act. Maintenance will be more expensive than the old system, but Chief Hilk noted the new system is very much worth the increased expenditure. Chief Hilk discussed other new items related to the license plate reader and intersection camera equipment.

Chief Hilk stated the amount requested for Police Recruitment has been decreased as a recruitment process is not anticipated in 2022. He stated a significant increase in the request for fuel is necessary due to the increase in the price of gas. The request is for \$40,000 compared with the \$30,000 approved for the 2021 budget.

An extensive discussion on proposed Capital expenditures ensued. Items of discussion included expenditures for weapons, continued lease payments for squads and proposed new vehicles for purchase. Chief Hilk concluded by discussing the donations received from local retailer donations.

4. ADJOURNMENT

As no further business came before the Board, Mr. Murphy moved to adjourn the meeting. Chair Weber seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager