

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

October 17, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The October 17, 2022 Budget Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 6:00 p.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; Assistant to the Township Manager Jim Sutter; and Finance Director Janna Luton
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2. PUBLIC COMMENT

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. REVIEW OF PROPOSED 2023 DEPARTMENT EXPENDITURES

Public Works Department

Public Works Director Russell Grego presented an overview of the proposed expenditures for the Public Works Department. Mr. Grego noted his wages are set by the Township Board of Auditors and all other wages are set by the contract with the Public Works employee’s union. Mr. Murphy inquired on the line item for part-time employees. Mr. Grego stated these are the wages paid out for the cleaning of the park pavilions. A discussion ensued concerning the expense being allocated to each Department.

Mr. Grego stated the cost for uniforms has increased, but they are entering the final year of the contract for the provider and he will likely put out a bid for next year. Mr. Grego stated fuel costs for 2022 are over the budgeted amount due to higher than anticipated prices. Mr. Grego noted the Vehicle Repairs & Maintenance Group is over budget for this year due to the need for a few major repairs. However, because of this, he is requesting less for next year as there will likely not be as many repairs required. A discussion on the major repairs ensued, with Mr. Grego describing the issues with Truck 1, Truck 7, the Sweeper and Back hoe. Chair Weber asked how long the trucks typically last. Mr. Grego stated they last about 100,000 miles, but they are intensive use. Mr. Stanick asked if additional training can be given to do more repairs in-house. Mr. Grego stated the

repairs described is major work that should not be done in-house. A discussion ensued on the vendors utilized for repairs when needed with Mr. Grego stating he will look into additional options.

Mr. Grego reviewed the requested Capital expenditures. A discussion ensued on the Public Works Department's current vehicles and their expected useful life expectancy. Mr. Grego stated a new plow truck is needed and a 2023 Ford F600 can be obtained for \$123,000, but a letter of intent would need to be sent by November 15th. Mr. Luketich inquired on the amount the Township can receive for selling old trucks. Mr. Grego stated the truck may possibly be sold for \$20,000 on Municibid, but there is no trade-in value. Mr. Murphy inquired why he is requesting a F600, but the current plow trucks are F550's. Mr. Grego stated the F600 has a heavier brake system and undercarriage and Ford is phasing out the F550's.

Mr. Grego stated he is requesting a Bobcat Excavator. He stated the useful life expectancy is 20 years and a loan would be required if it is approved. Mr. Burns asked if there is an opportunity to do a joint purchase with other municipalities for this piece of equipment. Mr. Grego stated they do have a program similar to this with the paver. He stated several municipalities already rent this equipment. A discussion ensued on sharing opportunities. Mr. Murphy asked if the activities accomplished with an excavator can also be done with a back hoe. Mr. Grego stated some of the projects can be done with the back hoe. Upon a question from Chair Weber, Mr. Grego clarified an excavator has a useful life expectancy of about 20 years.

Mr. Grego stated he has three quotes to replace the existing Kubota zero-turn mower, which is approaching the end of its useful life expectancy. Chair Weber inquired on which employees operate this machine. Mr. Grego stated Jeremy Bardella performs the overwhelming majority of the work on this machine. Mr. Stanick inquired on the status of the Cub mower. Mr. Grego stated it is used minimally, but he does not want to retire it as it is used for dragging ballfields. Chair Weber asked Mr. Grego his priorities for capital expenses. Mr. Grego stated the Ford F600 plow truck and the Kubota zero-turn mower. He stated they can keep renting an excavator. A discussion ensued regarding mowing, equipment sharing and payment frequency.

Mr. Grego stated the Winter Maintenance request is increasing a little due to price increases. A discussion ensued on the creation of foreman position. Upon a question from Mr. Luketich, Mr. Grego stated this position being created would allow him to focus on the administrative responsibilities of his position while this individual could oversee on-site work. A discussion ensued on a potential foreman's relation to the union. Mr. Grego stated he would like to hire an additional full-time employee. He noted the Department is already stretched thin and the Township will be adding roads in the near future. He stated there are smaller municipalities with fewer parks with more employees than the Township currently has. A discussion ensued on parks maintenance and Public Works employees' day-to-day responsibilities.

Mr. Grego reviewed proposed expenditures to be paid from the Liquid Fuels Fund. He stated the first of three payments would come from this Fund if approved. He noted the storm sewer line item is under budget for 2022, but he would like to keep the request the same as there is a significant amount of work anticipated in 2023. Mr. Grego reviewed road maintenance, guiderails and road construction requests. A discussion ensued on the priority given to repaving Tomahawk Court and Arrowhead Drive.

Parks and Recreation

Mr. Grego noted he has an updated figure for the dog fence proposal of \$59,000 under the Community Park Phase 1-A line item. Mr. Murphy inquired on the line for Community Park Parking Additions. Mr. Grego stated the reflected amount is for materials only, as the Public Works Department can do the labor. He noted KLH Engineers can also be brought in if desired to assist. A discussion ensued on parking in Community Park.

Mr. Burns left at 7:31 p.m.

A discussion ensued on the pavilion location in Community Park and the proposed Dog Park under Phase 1-A of the Community Park Master Plan.

Administration Department

Mr. Stanick reviewed proposed expenditures for the Administration Department. He stated bank charges have significantly decreased since the Township switched banks. He reviewed tax collection and legal expenditures. Mr. Stanick noted there were some line items not finalized at this time, including wages and Information Technology. A discussion ensued on these matters. Mr. Stanick noted the Fixed Asset Register is anticipated to be completed in the first half of 2023.

Mr. Stanick noted the only capital expenditure for 2023 is a new copier and stated there are several options to review in this purchase. A discussion ensued on the computers and the possibility of purchasing iPads for the Board and Staff. Mr. Stanick reviewed several benefits to purchasing iPads.

Chair Weber inquired on the expected price of utilities. Mr. Stanick stated he is not seeing significant increases and is not expecting this to occur. Mr. Stanick stated the amount paid to the Washington-East Washington Joint Authority will likely increase for dye tests given the anticipated development. Mr. Stanick noted cost for Animal Control services will remain at \$5,500 for 2023 and the amount given is an error.

4. ADJOURNMENT

Mr. Stanick stated they will review Police Department expenditures, pension, personnel and other funds and an updated Comprehensive Fee Schedule at the next meeting on October 27th. He stated it is unknown at this time if an additional meeting will be required. Mr. Murphy requested only a summary of proposed changes to the Comprehensive Fee Schedule be provided.

As no further business came before the Board, Mr. Murphy moved to adjourn. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager