

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

**October 26, 2021**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The October 26, 2021 Regular Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:03 p.m. in the Mae C. Reynolds 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.

Absent                                        None

Also Present                                Township Manager Brandon Stanick; Assistant to the Township Manager Jim Sutter; Fire Chief Scott Reese; Township Solicitor Dennis Makel; and Township Engineer Dan Geiger.

Chair Weber reported the Board had met in Executive Session on October 26, 2021 to discuss personnel matters and potential litigation.

**2. PLEDGE OF ALLEGIANCE**

Chair Weber lead the Pledge of Allegiance.

**3. PUBLIC COMMENT**

Mr. Michael Kubacki, resident on Fairview Avenue, expressed concern for the lack of attention to the Patten neighborhood, specifically the old Patten School and the Fairview right-of-way maintenance and roadway condition.

Ms. Joyce Hannan, resident on Fairview Avenue, expressed her concerns for the condition of property along Shadyside Avenue. Specifically, the property has junk and oil in a barrel in the yard. She stated she has been trying to get it corrected for 18 months. Ms. Hannan stated she would also like there to be streetlights along Shadyside as it turns into Fairview Avenue.

Ms. Roberta Ackman, resident on Shadyside Avenue, informed the Board of a neighboring property owner installing a fence at the rear of her residence. The adjacent property owner had installed the posts so close to the point they were touching her house. She stated she had contacted the police due to the pounding of the stakes on her house. A previous version of the fence had

included barbed wire, but this had been replaced after being cited for being against Code. The new fence is the same except with non-barbed wire. Mr. Stanick stated Staff had already been made aware of this issue and will continue to look into Ms. Ackman's complaint.

#### **4. CONSIDERATION OF REGULAR MEETING MINUTES FROM SEPTEMBER 28, 2021**

Mr. Burns moved to approve the September 28, 2021 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: \$ 111,937.82 (pay date of September 24, 2021)
- Payroll: \$ 113,261.01 (pay date of October 8, 2021)
- General Fund: \$ 749,994.67
- Liquid Fuels Fund: \$ 71,226.62
- Escrow: \$ 4,411.36
- Total Expenditure: \$ 1,050,831.48**

- Overtime costs for the period include:

- Police: \$ 4,803.61
- Fire: \$ 329.81
- Public Works \$ 36.26

**Total OT: \$ 5,169.68** (pay date of September 24, 2021)

- Police: \$ 6,339.65
- Fire: \$ 581.46
- Public Works \$ 173.08

**Total OT: \$ 7,094.19** (pay date of October 8, 2021)

General Fund:

- 2021 MMO – Police \$383,099.00
- 2021 MMO – Non-Union \$ 67,571.00
- 2021 MMO – Fire \$155,954.00
- Municipal Employees Insurance Trust (October Coverage) \$ 47,850.16

Liquid Fuels:

- Golden Eagle Asphalt (25 mm and 19 mm – Garber Road Slip) \$ 66,267.69

Mr. Luketich moved to approve the payroll for the periods September 5 through September 18, 2021 and September 19 through October 2, 2021 and Bills for the period September 25, 2021 through October 22, 2021. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

#### **6. ANNOUNCEMENTS**

Mr. Stanick stated the Township would undertake their annual curbside leaf pickup beginning November 1<sup>st</sup> and running every Monday until December 6<sup>th</sup>. Leafs must be in kraft-type paper bags and at the curb by 7:00 a.m. for pickup. Vouchers redeemable at the Home Depot on Murtland Avenue for one free pack of five bags are available at the Municipal Building.

## **7. TOWNSHIP REPORTS**

### **Municipal Separate Storm Sewer System (MS4) Report**

The Board of Supervisors allocates a period of time during this item for comments regarding the topic of stormwater. Each person addressing the Board of Supervisors is asked to limit their comments to a maximum of three minutes.

There were no public comments relating to stormwater.

### **Township Manager's Report**

Mr. Stanick provided an update regarding the following:

#### **Leaf Bags**

In November 2020 it was the Board's desire for the Township to no longer offer leaf bags at the Municipal Building. In keeping with the Township's leaf bag program, and to incent yard waste recycling, the Township has partnered with Home Depot to allow residents their first five leaf bags free. Residents are to pick up a voucher from the Municipal Building and present it at the customer service station at the Home Depot along Murtland Avenue. Any additional bags will be borne at cost by residents.

### **Presentation of Property Beautification Program Awards**

Chair Weber presented awards to the winners of the Property Beautification Program. The owners of the following properties were honored:

#### **Residential**

1<sup>st</sup> place, 2276 Flint Drive, Gary and Katharina Walesch  
2<sup>nd</sup> place, 34 Stonehenge Drive, Nick and Patty Fuerst  
3<sup>rd</sup> place, 65 Eastwood Lane, Gary and Wendy Recktenwald

#### **Commercial**

1<sup>st</sup> place, 226 Rankin Road, Hapchuk, Inc.  
2<sup>nd</sup> place, 10 Trinity Place, Huntington Bank

#### **Agricultural**

1<sup>st</sup> place, 277 Roupe Road, Gordon and Michelle Sutter  
2<sup>nd</sup> place, 477 Zediker Station Road, Helen, Darla and Bruce Podish

### **Secretary/Treasurer's Report**

The following was transmitted to the Board through the Secretary/Treasurer's Report:

#### **Minutes and Agendas:**

- a) Planning Commission Regular Meeting Minutes – September 2, 2021; and
- b) Planning Commission Regular Meeting Agenda – October 7, 2021.

#### **Reports and Publications:**

- a) Finance Report – September 2021;
- b) Fire Department Report – September 2021;
- c) Volunteer Fire Department Transaction Detail – September 2021;
- d) Public Safety Department Report – September 2021;
- e) Tax Collector's Report & Interim Collection Only – September 2021;
- f) Animal Control Officer's Report – September 2021;
- g) Township Engineer's Report – October 26, 2021;
- h) OR Legal Notice for setting Budget Meeting Dates – October 7, 2021;
- i) PSATS News Bulletin – October 2021; and
- j) *WEWJA Financial Statement for the fiscal year ending – June 30, 2021.*

#### **Correspondence:**

- a) Letter dated October 1, 2021 from Larry Pollock, Executive Director of Ambulance and Chair EMS, Inc. appreciating the monetary donation to Gene Vittone's Scholarship Fund;
- b) Letter dated October 8, 2021 from Sheila Gombita, Executive Director of Freedom Transit, thanking the Township for the financial support.;
- c) Letter dated October 11, 2021 from Brandon Stanick to Don Sisul, congratulating him on his Green Team appointment; and
- d) Letter dated October 11, 2021 from Brandon Stanick to Barry Johnson, congratulating him on his Green Team appointment;
- e) Letters dated October 18, 2021 advising board members with terms expiring 2021 to submit Letter of interest concerning reappointment; and
- f) Email dated October 22, 2021 from Steven Victor on behalf of the Burkett Manor Project regarding the Manifold Road Project cost increase.

*Copies of those items in italics are not attached, but available upon request*

### **Township Solicitor's Report**

Township Solicitor Dennis Makel reported he has been working with Township Staff on the drafting of ordinances, draft agreements, and other matters.

### **Township Engineer's Report**

Township Engineer Kevin Creagh reported on the following activities:

#### **Community Park**

KLH completed the as-builts of the forcemain for potential adoption by WEWJA.

### Billy Bell Park

KLH is coordinating the final walkthrough meeting with DCNR. After completion of that meeting, the Township will be able to apply for the final 10% of grant funding.

### Developer Review Letters

KLH has reviewed the Greek Orthodox Church, Strabane Manor Lots 407 & 408, and a preliminary look at the McGinnis property on Lakeview for the Planning Commission.

## **8. UNFINISHED BUSINESS**

There was no Unfinished Business

## **9. NEW BUSINESS**

### **9A: Public Hearing to Consider a Resolution Approving a Transfer of Restaurant Liquor License No. 17308 from Manfredi Enterprises, LLC of Chartiers Township to IVP Washington, LLC (d/b/a/ Italian Village Pizza) for a Restaurant at 28 Old Mill Boulevard**

Mr. Stanick reported, the Township is in receipt of a letter dated September 20, 2021 from Caputo Law Office, legal counsel for IVP Washington, LLC (d/b/a/ Italian Village Pizza) (“Applicant”), requesting the Township approve an inter-municipal transfer of Restaurant Liquor License No. R-17308 to the facility located at 28 Old Mill Blvd. More specifically, the requested transfer is from Manfredi Enterprises, Inc. (d/b/a/ Sam’s Place) in Chartiers Township.

According to the submitted materials, the Applicant is preparing to make application to the Pennsylvania Liquor Control Board (“PLCB”) for a Restaurant Liquor License that will allow for on-site consumption of wine and beer and off-site consumption of beer.

Ms. Holly Guna, of Caputo Law Office, and Mr. Frank Veltri, owner of the new restaurant in question, were sworn in by the stenographer Ms. Sheila Rozanc.

Mr. Makel read the following items into the record:

Exhibit A – Copy of proposed Resolution;

Exhibit B – Letter dated September 20, 2021 from Ms. Holly Guna; and

Exhibit C – Proof of advertisement in the October 15 and October 19, 2021 editions of the Observer-Reporter.

Mr. Murphy moved to enter exhibits A-C into the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Ms. Guna provided an overview of the request. She stated the location is the former site of a Noodles & Company restaurant. The Italian Village Pizza being opened at this location is part of a chain with numerous locations in the region. Ms. Guna distributed menus from another location

to show the Board the type of fare served. Ms. Guna stated the hours of operation will be 11:00 a.m. until 10:00 p.m., 7 days a week. She stated there will be seating for about 50 customers in the restaurant. As of now there will be no outdoor seating, but they may look into providing this option eventually. There will be no entertainment at the restaurant. Ms. Guna stated the restaurant will have about 15 to 20 employees.

A discussion ensued on the PLCB process to obtain a Restaurant Liquor License. Mr. Veltri gave an overview of the full chain of Italian Village Pizza restaurants. He stated there are 18 stores in total, most being in the Pittsburgh region. He stated he will be the owner and full-time manager of this specific store, but members of his family own and operate all of the other stores.

There were no comments from the public.

Mr. Burns moved to close the Public Hearing. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns moved to approve the transfer of Restaurant Liquor License No. 17308 from Manfredi Enterprises, LLC of Chartiers Township to IVP Washington, LLC (d/b/a/ Italian Village Pizza) for a Restaurant at 28 Old Mill Boulevard. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

**9B: Public Hearing to Consider the Adoption of an Ordinance Setting Forth Rules and Regulations for the Use of a Recycle Center Facility Located at 253 Zediker Station Road and Providing Penalties for Violations Thereof**

Mr. Stanick presented for the Board's consideration an ordinance regulating the use of the Township's Recycle Center at 253 Zediker Station Rd. Following several reoccurring incidents of the dumping of construction materials by contractors, incorrectly sized yard waste and other miscellaneous items, Township Staff, with the assistance of Solicitor Makel, have drafted the ordinance in question. The Board shall considerate in order for the Township to continue to efficiently and effectively provide this convenient service to residents.

The ordinance seeks to regulate the use of the Recycle Center by:

- Restricting use by Contractors and non-residents;
- Restricting acceptable materials to only paper, glass, and properly sized yard waste; and
- Providing for fines of not more than \$1,000.

The ordinance does not specifically state those items that are unacceptable as all items are unacceptable if not paper, glass or yard waste. The recycle center is currently open 24/7 and video monitored with feed directly to the Police Station.

Mr. Makel read the following items into the record:

Exhibit A – Copy of the proposed Ordinance; and

Exhibit B – Email from Ms. Cynthia Rossi providing her comments regarding the proposed Ordinance.

Exhibit B was read into the record in its entirety by Mr. Burns.

Mr. Burns moved to enter exhibits A-B into the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

There were no comments from the public.

Mr. Burns clarified the intent of the proposed ordinance is to prevent illegal dumping at the Township's recycle center facility.

Mr. Murphy moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to adopt the ordinance setting forth rules and regulations for the use of a recycle center facility located at 253 Zediker Station Road and providing penalties for violations thereof. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

**9C:** *This item intentionally left blank*

**9D: Resolution Granting Preliminary and Final Minor Subdivision Approval for Dan Ryan Builders Mid Atlantic, LLC for the Strabane Manor Revised Plan for Lots 407 & 408 located along Shawnee Drive in the R-4 Residential Zoning District**

Mr. Stanick reported, on September 24, 2021 the Township received an application for Preliminary and Final Minor Subdivision Approval from Dan Ryan Builders ("Applicant") for the proposed Strabane Manor Revised Plan for Lots 407 & 408 located along Shawnee Drive. The proposed revision seeks to subdivide the lots down the party-line wall of the units. The proposed revised subdivision is consistent with the Master Plan for the development.

At its meeting on October 7, 2021, the Planning Commission recommended the Board grant Preliminary and Final Subdivision Approval subject to the Township Engineer's comments being addressed.

Township Engineer Geiger stated the outstanding comments have been addressed.

Mr. Burns moved to approve the resolution granting preliminary and final minor subdivision approval for Dan Ryan Builders Mid Atlantic, LLC for the Strabane Manor Revised Plan for Lots 407 & 408 located along Shawnee Drive in the R-4 Residential Zoning District. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9E: Resolution Granting Preliminary & Final Land Development Approval for Greek Orthodox Metropolis of Pittsburgh, Inc. for a Church and Residence Located along Enterprise Road in the R-2 Residential Zoning District**

Mr. Stanick reported, on August 2, 2021 the Township received an application from Greek Orthodox Metropolis of Pittsburgh, Inc. ("Applicant") for Preliminary and Final Land Development Approval for the construction of a church and residence with surface parking ("Development") located along Fairway Drive, commonly known as Parcel Nos. 600-004-00-00-0013-02 and 600-004-00-00-0013-00 ("Property") in the R-2 Residential Zoning District. The proposed Development includes two undeveloped parcels which are accessed from Enterprise Road. The Applicant proposes to develop planned facilities for a church, a patronage and site access and parking facilities.

Prior to submitting the Application for Land Development, the Applicant applied for and received a Use by Special Exception from the Zoning Hearing Board. The Planning Commission considered the subsequent Land Development application during a Public Hearing on September 2 and October 7, 2021. Following this, the Planning Commission unanimously recommended approval of the application subject to compliance with the Township Engineer's comments.

Matthew Smith, owner and founder of the Red Swing Group, representing the Applicant, gave a brief overview of the proposed Development. A discussion ensued on the overflow parking lot. Mr. Smith stated this area will only be needed for a few larger events per year. Mr. Murphy noted he has experience with the plastic reinforced turf-system to be embedded in the grass of the overflow parking lot. He stated his opinion they are not of a good quality. Mr. Smith stated he is in the process of getting the specifications on them from the supplier to ensure they will handle to load of the fire apparatus. He stated even though they are rare in this part of the country, he has used them in the past. He stated if they are installed properly and maintained, they can be a viable long-lasting and durable surface.

Mr. Luketich inquired on the kind of buffer zone to be installed in response to the petition from neighboring property owners. Mr. Smith stated the adjacent Church of Latter-Day Saints is between the Property and the majority of the adjacent residences. He stated they will attempt to retain as many trees on the western side of Enterprise as possible in the interest of providing an adequate buffer yard.

Mr. Luketich expressed concern over access to the adjacent cemetery. Mr. Smith stated there will still be access to the cemetery through the Property. Visitors will use the parking lot to access the cemetery. He stated an easement agreement is actively being pursued with the County. Mr. Murphy expressed concern with fire apparatus access. Fire Chief Scott Reese stated he had reviewed the proposal with Red Swing Group and another architect and the access was to his satisfaction.



Mr. Murphy stated the variety of trees proposed for the buffer zone are highly susceptible to being eaten by deer. He recommended the Applicant plant different varieties in the area.

Mr. Burns moved to approve the resolution granting preliminary and final land development approval for Greek Orthodox Metropolis of Pittsburgh, Inc. for a church and residence located along Enterprise Road in the R-2 Residential Zoning District contingent on the Township Engineer's outstanding comments being addressed, a hearty species of trees being planted in the buffer zone along the front property line and vegetation not susceptible to wildlife disturbance being provided in the buffer zone. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9F: Motion Approving an Agreement with the Redevelopment Authority of the County of Washington for the Administration of Local Share Account Grant Money for the Tanger Boulevard Road Construction Project**

Mr. Stanick reported, in 2019 the Township was awarded a grant in the amount of \$440,000 under the Washington County Local Share Account Program ("LSA") for the purpose of defraying a portion of the costs of the Tanger Boulevard Infrastructure Improvement Project ("Project"). Through an agreement with Chapman Properties, Chapman will provide an additional \$100,000 toward the Project for a total of \$540,000.

On September 30, 2021, Staff met with Bob Griffin and Kerry Fox of the Washington County Redevelopment Authority ("Authority") to review the process concerning the Project. In preparation for summer 2022 construction, the engineering design would be bid before the end of the year and the construction work bid early spring 2022 in preparation for a post-Memorial Day holiday construction date.

In consultation with the Authority, as well as Township Engineer Creagh and Public Works Director Grego it would be in the Township's best interest to manage the Project as it would provide more local control over the work performed without the Authority serving as facilitator between the Township and the construction firm. The Township Engineer would serve as the Project Manager with assistance from the Public Works Director.

Should the Board desire the Township to manage the Project, the Authority requires a Cooperation Agreement naming the Township as a subgrantee of the grant requiring the Township to abide by rules concerning the obtaining, disbursement, and usage of the grant funds.

Mr. Grego stated he is in favor of working with KLH Engineering to accomplish the Project. In response to a question from Mr. Murphy, Mr. Makel stated he had read the agreement and it is a typical agreement for a project of this character. He stated he has no objections.

Mr. Burns moved to approve an agreement with the Redevelopment Authority of the County of Washington for the administration of Local Share Account Grant Money for the Tanger Boulevard

Road Construction Project. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

### **9G: Report and Motion Accepting the Streator Park Survey Results**

Mr. Stanick reported the Board of Supervisors directed the Planning Commission to evaluate existing conditions and facilities at Streator Park during their January 26, 2021 meeting. Over the course of the year, the Planning Commission evaluated and discussed the Park and its amenities and eventually directed Staff to survey the residents in its immediate vicinity.

Staff completed this survey of the residents adjacent to Streator Park from September 10 through September 27, 2021. The results of the survey were presented to the Planning Commission at their October 7, 2021 meeting. Following the presentation, the Planning Commission recommended the Board consider updated playground equipment, seating areas, and lighting as part of the 2022 budget.

Assistant to the Township Manager Sutter presented the results of the Streator Park survey. He reported demographic characteristics of the respondents and data on current usage and desired improvements. The most common current usages are utilizing playground equipment and walking. The most common desired improvements are updated playground equipment, seating areas and lighting. A discussion ensued on the area surveyed.

Mr. Burns moved to accept the Streator Park survey results. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

### **9H: Motion Appointing Four Full-time Firefighters**

Mr. Stanick reported applications for the firefighter recruitment process were due on August 2, 2021. On August 7<sup>th</sup> and August 11<sup>th</sup> candidates took part in the physical agility exam and then on September 22<sup>nd</sup>, 12 candidates sat for the written exam. On October 18<sup>th</sup> the Firefighter Interview Committee convened and interviewed five candidates that passed the exam for four openings for full-time Firefighter. It is recommended the Board appoint the top four candidates on the Eligibility List to serve as full-time Firefighters.

Mr. Stanick stated he and Fire Chief Reese will coordinate the start dates for the new hires so they are staggered and not all starting at the same time. Mr. Stanick stated three of these hires will replace former firefighters who have recently left the department. The fourth will be an additional hire budgeted in 2021. Once all of the hires take place, the Fire Department will be composed of nine full-time firefighters. Mr. Stanick expressed his confidence in the group of candidates stating they come well trained and credentialed.

Mr. Murphy moved to appoint Scott Effinger, Scott Bowlin, Michael Murawski and Wendi Wentzell as full-time firefighters. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

**9I: Motion Accepting the Resignation of and Appointing Michael Campbell as a Part-time Firefighter**

Mr. Stanick reported the Township is in receipt of a letter from Firefighter Michael Campbell resigning from his position as full-time Firefighter. Additionally, Mr. Campbell has expressed interest in returning to work at the Township in the capacity of a part-time firefighter.

Mr. Stanick stated Mr. Campbell has been with the Department since 2015. He has recently accepted a new full-time position with Washington Health System but would like to remain as a part-time firefighter. Mr. Stanick reminded the Board the agreement with the Fire Department had previously been amended to allow for this.

Mr. Burns moved to accept the resignation of and appoint Michael Campbell as a part-time firefighter. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9J: Motion Approving a Winter Maintenance Agreement with J. Angelides Enterprises, LP for Phases 2 & 3 of the Bradford Run Planned Residential Development**

Mr. Stanick reported J. Angelides Enterprises, LP, Developer for the Bradford Run Development 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 entire lengths of Morgan Drive and Stevens Court located in Bradford Run Phase 2 and Phase 3, respectively. The Agreement is in the amount of \$1,430 and terminates on April 15, 2022.

Mr. Burns moved to approve a winter maintenance agreement with J. Angelides Enterprises, LP for Phases 2 & 3 of the Bradford Run Planned Residential Development. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**10. ADJOURNMENT**

As no further business came before the Board, Mr. Luketich moved to adjourn the meeting. Chair Weber seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 8:09 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager