

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

January 25, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The January 25, 2022 Regular Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:28 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.
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Absent	None
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Also Present	Township Manager Brandon Stanick; Assistant to the Township Manager Jim Sutter; Police Chief Drew Hilk; Township Solicitor Dennis Makel; and Township Engineer Kevin Creagh.
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Chair Weber reported the Board had met in Executive Session on January 20 and January 25, 2022 to discuss personnel matters and potential litigation. Chair Weber apologized for the Board’s tardiness regarding the start of the Regular Meeting.

2. PLEDGE OF ALLEGIANCE

Chair Weber lead the Pledge of Allegiance.

Mr. Murphy moved to add the following to the agenda: Motion appointing a Fire Chief Interview Committee. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

3. 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.

Mr. Lane Turturice, Solicitor for the Washington-East Washington Joint Authority (“WEWJA”) and a Township resident along Gina Drive, addressed the Board regarding the Township’s recent decision to terminate the South Strabane Township Sanitary Authority (“SSTSA”). Mr. Turturice stated the Township has been cooperative and helpful to WEWJA during this transition. Mr.

Turturice stated WEWJA was surprised at the Township's action as it neither opposes nor supports it. He stated WEWJA is more than happy to work with the Township once the process of dissolution has been completed. He noted the Board of Directors was caught off guard by the action as it wasn't communicated beforehand. Mr. Turturice noted he has been WEWJA's Solicitor for 16 years and in that time the Board of Directors has been constant and very deliberative in decision making by not taking fast actions. He stated WEWJA only wants to continue its good relationship with the Township, however it wants to ensure all aspects of the transition are done properly. He reiterated the WEWJA Board of Directors had asked him to attend tonight to convey this to the Board.

As a resident, Mr. Turturice expressed appreciation for the Board's service to the Township. He stated he does not think the Township needs a dedicated Sanitary Authority, but he is concerned with the process in which it was executed. He expressed concerns with awarding the contract for the Manifold Forcemain Project without a Developer's Agreement. He stated he would like to see things done in a prudent manner and that it appears as if the Township may not be adhering to proper procedure.

Mr. Jeffrey Bull, resident of East Washington Borough with a property interest in the Township and a member of the WEWJA Board of Directors, stated he is in attendance this evening as an individual with property interest in the Township. He read a prepared statement regarding his concerns with Township operations. He asked why every Board meeting begins with an Executive Session for personnel and litigation. He expressed an opinion the Township should rethink their legal services given this apparent significant need. Mr. Bull read off a comparison of the Township's cost for legal services compared with those of other nearby municipalities. Mr. Bull expressed his opinion the Township failed to follow state law regarding the recent dissolution of the SSTSA. He stated the former SSTSA was insistent on doing things correctly.

Ms. Judy Panasik, resident on Green Crescent Drive, expressed her concern regarding the adoption of a Fire Hydrant Assessment. She expressed displeasure with the need for Tanger Boulevard to require reconstruction and stated the Township should have never taken ownership of the road. She expressed hope the Board would not move forward with the proposed Fire Hydrant Assessment.

4. CONSIDERATION OF MEETING MINUTES

Mr. Luketich moved to approve the Board of Supervisors Budget Meeting Minutes from October 27, October 28 and November 9, 2021 as presented. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to approve the Board of Supervisors Special Meeting Minutes from December 21, 2021 as presented. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Luketich moved to approve the Board of Supervisors Reorganization Meeting Minutes from January 3, 2022 as presented. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

5. **FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll: \$ 113,431.32 (pay date of December 17, 2021)
- Payroll: \$ 131,769.99 (pay date of December 31, 2021)
- Payroll: \$ 122,179.87 (pay date of January 14, 2022)
- General Fund: \$ 220,749.04
- Liquid Fuels Fund: \$ 2,459.33
- Capital Fund: \$ 23,909.44
- Escrow: \$ 10,112.50
- **Total Expenditure: \$ 624,611.49**

- Overtime costs for the period include:

- Police: \$ 3,722.79
- Fire: \$ 2,378.16
- Public Works: \$ 521.48
- **Total OT: \$ 6,622.43** (pay date of December 17, 2021)

- Police: \$ 4,811.45
- Fire: \$ 1,668.32
- Public Works: \$ 678.57
- **Total OT: \$ 7,158.34** (pay date of December 31, 2021)

- Police: \$ 5,418.15
- Fire: \$ 1,341.59
- Public Works: \$ 2,511.38
- **Total OT: \$ 9,271.12** (pay date of January 14, 2022)

General Fund:

- Municipal Employees Insurance Trust (January Coverage) \$ 52,968.11
- Municipal Employees Insurance Trust (February Coverage) \$ 49,431.29

Capital Fund:

- FNB Equipment Finance (Two 2020 Police Interceptor Payments) \$ 23,909.44

Mr. Luketich moved to approve the payroll for the periods November 28 through December 11, 2021, December 12 through December 25, 2021, and December 26, 2021 through January 8, 2022, and Bills for the period December 11, 2021 through January 11, 2021. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Township Manager Brandon Stanick announced the meeting of the Zoning Hearing Board scheduled for February 14, 2022 has been cancelled due to lack of business.

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 had no report.

Secretary/Treasurer's Report

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

Minutes and Agendas:

- a) Board of Auditors Organization Meeting Minutes – May 10, 2021;
- b) Zoning Hearing Board Meeting Minutes – December 13, 2021;
- c) Board of Supervisors Reorganization Meeting Agenda – January 3, 2022;
- d) Planning Commission Regular Meeting Agenda – January 6, 2022;
- e) Zoning Hearing Board Regular Meeting Agenda – January 10, 2022; and
- f) Board of Auditors Reorganization Meeting Agenda – January 17, 2022.

Reports and Publications:

- a) Finance Report – December 2021;
- b) Finance Report of former Sanitary Authority – December 2021;
- c) Fire Department Report – December 2021;
- d) Volunteer Fire Department Transaction Detail – December 2021;
- e) Building Department/Code Enforcement Report – December 2021;
- f) Tax Collector's Report and Interim Collection Only – December 2021;
- g) Animal Control Officer's Report – December 2021;
- h) Township Engineer's Report – January 25, 2021;
- i) PSATS News Bulletin – December 2021;
- j) PSATS adopted resolutions – 2021;
- k) OR Legal Notice for Board of Auditors Annual Reorganization Meeting – January 16, 2022;
- l) OR Legal Notice for January 20, 2022 Special Meeting and 2022 Meeting Schedule; and
- m) PennDOT District 12, Progress Report – Volume 5, Issue 1.

Correspondence:

- a) Letter dated December 3, 2021 from Adam McGurk, Planning Director/Zoning Officer from Chartiers Township regarding the Draft 2020 Chartiers Township Comprehensive Plan;

- b) Letter dated December 10, 2021 from an Environmental & Energy Law Practice regarding Dynamet, Inc. Air Quality Plan Approval Modification Application;
- c) Memo dated December 28, 2021 from PSATS Executive Director, David Sanko regarding PSATS Youth Awards Contest;
- d) Letter dated January 3, 2022 from Brandon Stanick to the Podolinsky residence regarding their woodpile at 1 Acacia Drive; and
- e) Facebook post from January 18, 2022 regarding the great work the Road Crew did with the snow removal.

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

Township Solicitor's Report

Solicitor Dennis Makel reported he has been assisting with Public Works negotiations, drafting Development Agreements and sewage matters over the past month.

Township Engineer's Report

Township Engineer Kevin Creagh reported on the following activities:

Manifold Road Forcemain Project 454-16

- KLH has received the contracts from J5 Construction. We will be forwarding them to South Strabane for the appropriate signatures.

Community Park 454-08

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

Billy Bell Park 454-13

- KLH and the Township had the final walkthrough with DCNR in late November. The final 10% of the grant was submitted along with all closeout documents.

Aboveground Storage Tank 454-14

- KLH is awaiting further direction from Township staff on this project.

Developer Review Letters 454-03

- KLH has reviewed the Washington Penn Plastic site plan, the Kisling Subdivision Plan No. 1, and provided input on the pre-application of Menard's for the Planning Commission.

There were no questions regarding the Township Engineer's Report.

8. UNFINISHED BUSINESS

There was no Unfinished Business.

9. NEW BUSINESS

9A: *This Item Intentionally Left Blank*

9B: Resolution Granting Preliminary and Final Land Development Approval to Washington Penn Plastic Co., Inc. for a Parking Lot Expansion Located at 2020 N. Main Street in the I-1 Industrial Zoning District

Mr. Stanick reported, on December 15, 2021, the Township received an application from Washington Penn Plastic Co., Inc. ("Applicant"), for Preliminary and Final Land Development Approval, for the expansion of an existing parking lot located at 2020 N. Main Street ("Property") in the I-1 Industrial Zoning District. The Applicant originally received Preliminary and Final Land Development Approval from the Board for this project at the August 24, 2021 meeting. The Applicant is required to obtain approval again due to changes made in response to Pennsylvania Department of Transportation ("PennDOT") review.

The Applicant is seeking to expand existing parking lot facilities by constructing a new parking area on the site. The proposed parking lot will add a total of 9,238 square feet of additional impervious surface. The area will consist of 25 new parking stalls, including 2 ADA compliant handicapped stalls. The original plan included an asphalt pad with drainage onto N. Main Street. PennDOT did not approve of this plan and will not issue a Highway Occupancy Permit. The Applicant has adjusted the plans to remove the drainage onto N. Main Street and replace approximately 47% (4,300 square feet) of the pad with pervious pavement.

The Planning Commission, at their January 6, 2022 meeting, unanimously recommended approval of the plan.

Mr. Michael Rizzo of HMT & Associates, engineer for the Applicant, presented an overview of the proposed improvements. Mr. Murphy inquired if there would be runoff under the new plan. Mr. Creagh stated all stormwater would be contained on the Property.

Mr. Murphy expressed concern regarding the buffer area along the portion of the Property fronting N. Main Street as presented in the landscaping plan. He stated it would not be an effective buffer given the spacing and species of vegetation proposed. Mr. Rizzo stated they had concerns over the line of sight for vehicles entering and exiting the Property. Mr. Murphy stated beyond the area near the entrance the buffer would not affect the line of sight. Mr. Creagh noted the buffer plan conforms with the requirements of the Zoning Code. He added the Board is also well within their purview to ask for a more substantial buffer area. A discussion on potential buffer vegetation and its spacing ensued. It was the consensus of the Board to require the Applicant to double the quantity of plantings in the buffer area. Mr. Rizzo stated this would be acceptable.

Mr. Burns moved to approve the resolution granting Preliminary and Final Land Development approval to Washington Penn Plastic Co., Inc. for a parking lot expansion located at 2020 N. Main Street in the I-1 Industrial Zoning District conditioned on the Applicant providing an enhanced buffer area of at least two times the required density along the portion of the Property fronting N. Main Street. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9C: Motion Awarding a Bid for Professional Engineering and Surveying Services for the Tanger Boulevard Reconstruction Project to KLH Engineers of Pittsburgh, PA

Chair Weber moved to table the matter. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9D: Motion Appointing a Full-time Police Officer

Mr. Stanick deferred to Police Chief Drew Hilk regarding this matter. Chief Hilk stated a vacancy recently arose in the Police Department. Chief Hilk stated he is recommending Nicholas Ireland be hired contingent his passing a psychological examination, physical examination, fitness assessments and state certification.

Mr. Burns moved to appoint Nicholas Ireland as a Full-Time Police Officer. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9E: Resolution Authorizing the Board of Supervisors of South Strabane Township to enter into an Intermunicipal Agreement with the Washington-East Washington Joint Authority for the Purposes of Construction and Connection of Collection Facilities in the Township under the Authority of the Intergovernmental Cooperation Act

Mr. Stanick reported, at its meeting on December 14, 2021, the Board moved to terminate the SSTSA. As part of this termination the Township will now seek to engage WEWJA in an agreement for providing sewage service to certain regions of Route 19 and Manifold Road in the Township.

The agreement, which prior to the SSTSA's termination was the same agreement between them and WEWJA, establishes the following salient points:

- The Township agrees to construct collection facilities pursuant to plans and specifications, as well as in accordance with the rules and regulations of WEWJA, and agrees that WEWJA has the right to inspect said facilities being installed;
- Upon completion of any collection facilities, WEWJA agrees that the connections shall be made at the sole cost and expense of the Township (paid through the enterprise sewer fund funded by tap fees, debt service, etc.) to WEWJA's treatment facilities per a permit authorized by WEWJA;
- The Township will establish rates to be paid to WEWJA upon connection to treatment facilities;
- The Township will establish a rate to be paid to itself that is sufficient to cover its own financial arrangements;
- WEWJA agrees it shall operate and maintain the collection facilities as though they were deeded Township sewers; and
- Once the collection facilities are paid for WEWJA will take over such facilities.

Mr. Makel reported the agreement was submitted to Mr. Turturice (WEWJA's Solicitor) for review last week. He has yet to receive a response from WEWJA. Mr. Turturice stated he had only received the agreement last Friday afternoon. WEWJA's Board of Directors met on Monday, but he had not had the time to review the agreement prior to this meeting. As a result, WEWJA was not in a position to act on the agreement prior to said meeting.

Mr. Murphy moved to table the matter. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

9F: Resolution Authorizing the Board of Supervisors of South Strabane Township to enter into an Intergovernmental Agreement with the Redevelopment Authority of the County of Washington for the Purposes of Sewage Service under the Authority of the Intergovernmental Cooperation Act

Chair Weber moved to table the matter. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9G: Motion Providing for the Creation of a Fire Hydrant Assessment upon the Owners of Real Property Situated within Seven Hundred Eighty Feet (780') of any Fire hydrant Located in South Strabane Township and benefitted thereby; Said Assessment to be Based upon the Tax Assessment of Property for County Purposes

As the Township was still gathering data regarding the proposed Fire Hydrant Assessment, Mr. Luketich moved to table the matter. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9H: Motion Authorizing the Township's Application for the Local Government Academy's 2022 Municipal Internship Program

Mr. Stanick reported, each year the Local Government Academy ("LGA"), an independent non-profit organization, that promotes excellence in local government, administers a Municipal Intern Program ("Program"). The Program allows municipalities to employ a paid intern for a 12-week period between June and August. LGA will reimburse the participating municipality 50% of the intern's wages.

The Township is again seeking to apply to serve as a host municipality for the 2022 Program. The submitted application will promote the Township as an attractive placement for a candidate with a multi-faceted program which will familiarize the incumbent with many aspects of local governance. Specific duties may include assisting staff on a census count challenge, enhancing the Township's MS4 Program, document management, and others.

Department Heads are to present any ideas for a potential project by January 31, 2022. The Application deadline is February 15, 2022 and selected sites will be announced on March 1, 2022.

Mr. Murphy noted the previous intern the Township had hosted through the Program did a great job. Mr. Stanick gave an overview of the work this intern did in community engagement for the Township.

Mr. Burns moved to authorize the Township's application for the Local Government Academy's 2022 Municipal Internship Program. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9I: Resolution Setting the Township Manager's Salary for the 2022 Calendar Year

Pursuant to Section 1301 of the Second Class Township Code, as well as Township Ordinance #2-88, the compensation of the Township Manager is to be set by resolution each year.

Mr. Murphy moved to approve the Resolution setting the Township Manager's salary for the 2022 calendar year at \$111,350. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9J: Motion Appointing Fire Chief Interview Committee

Mr. Stanick reported the Township is currently undergoing a recruitment for a new Fire Chief due to current Chief Scott Reese's retirement in April. Applications for the position are due on February 7th at 4:00 p.m. Should the Board approve, applicants will be interviewed by a committee comprised of the following:

- Bob Weber, Board of Supervisors Chairman;
- Russell Grego, Board of Supervisors and Public Works Director;
- Mark Grimm, North Strabane Township Fire Chief;
- Jerry Coleman, Washington County Director of Public Safety;
- Paul Winter, Volunteer Fire Fighter;
- Cory Gaiser, Volunteer Fire Fighter; and
- Steve Sluzynsky, Career Fire Fighter.

Mr. Makel noted since this item was added to the agenda less than 24 hours prior to the meeting the public must have a chance to comment on the matter.

Mr. Bull asked why there are no volunteer fire fighters on the committee. Chair Weber informed him there are two volunteer fire fighters on the committee. Mr. Murphy advised Mr. Winter and Mr. Gaiser are volunteers. Ms. Panasik asked if these two are also paid fire fighters. Mr. Murphy stated they are not.

Mr. Murphy suggested Jim Barnes, recently retired Public Safety Director, be added to the committee as he had shown interest.

Mr. Luketich moved to appoint Bob Weber, Russell Grego, Mark Grimm, Jerry Coleman, Paul Winter, Cory Gaiser, Steve Sluzynsky and Jim Barnes to the Fire Chief Interview Committee. Chair Weber seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Mr. Luketich moved to adjourn. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 8:08 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager