

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

March 22, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The March 22, 2022 Regular Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:02 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; Police Chief Drew Hilk; Fire Chief Scott Reese; Building Official Scott Heckman; Building Inspector Jim Barnes; Township Solicitors Dennis Makel and Mike Iereno; and Township Engineer Kevin Creagh.
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2. PLEDGE OF ALLEGIANCE

Chair Weber lead the Pledge of Allegiance.

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.

In response to a note from Ms. Penny Steggles, resident on Floral Hill Drive, Township Manager Brandon Stanick read the following message from Deborah Davis, President of the Martha Washington Garden Club:

To Whom It May Concern:

At the November 9, 2021 Executive Board meeting, the Martha Washington Garden Club approved a motion to plant a memorial tree with a memorial plaque on or by the tree in one of the South Strabane Parks in memory of MWGC long-time member and Treasurer, Joyce Streater.

Ms. Donna Dyson expressed concerns over Nevin Alley, a paper street behind her residence on the 1400 block of N. Main Street. Ms. Dyson stated the street has been maintained by the Township

Public Works Department for the past 20 years. She noted she was told two years ago it is a paper street in response to her requests at that time to repair potholes and was told it is the responsibility of those the paper street serves to maintain. Ms. Dyson asked the Township to adopt the street and to start maintenance. In response to a question from Chair Weber, she stated the street was approximately 340 feet in length. Chair Weber thanks Ms. Dyson for her comments and advised Mr. Stanick will provide a response to her concern.

4. **CONSIDERATION OF MEETING MINUTES**

Mr. Luketich moved to approve the Board of Supervisors Regular Meeting Minutes from February 22, 2022 as presented. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

5. **FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll: \$ 118,699.51 (pay date of February 25, 2022)
- Payroll: \$ 118,406.59 (pay date of March 11, 2022)
- General Fund: \$ 176,479.19
- Liquid Fuels Fund: \$ 29,161.03
- Escrow: \$ 62,552.42
- Sewage Enterprise: \$ 642,215.21
- Total Expenditure: \$ 1,227,071.72**

- Overtime costs for the period include:
 - Police: \$ 1,133.33
 - Fire: \$ 928.78
 - Public Works: \$ 3,822.86
 - **Total OT: \$ 5,884.97** (pay date of February 25, 2022)
- Police: \$ 1,913.27
- Fire: \$ 0.00
- Public Works: \$ 172.68
- **Total OT: \$ 2,085.95** (pay date of March 11, 2022)

General Fund:

- MRM Trust Worker's Comp Fund (October 21 to September 22) \$ 43,816.77
- Municipal Employees Insurance Trust (March Coverage) \$ 50,476.86

Liquid Fuels Fund:

- American Rock Salt (393.64 Tons Bulk Ice Control Salt) \$ 26,551.00

Capital Improvement:

- KS Statebank (2020 Ford F-550, John Deere, and Boom Mower Final Payment) \$ 80,419.95

Sewage Enterprise:

- J5 Construction (Pay Application #1 – Manifold Forcemain Project) \$458,531.35

Mr. Grego moved to approve the payroll for the periods February 6 through February 19, 2022 and February 20 through March 5, 2022 and Bills for the period February 19, 2022 through March 18, 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Chair Weber reported the Board had met in Executive Session prior to tonight's meeting to discuss personnel matters and potential litigation.

Items 9D and 9E, honoring the public service of Scott Reese and Jim Barnes, were considered at this time.

9D: Resolution Honoring the Public Service of Fire Chief Scott Reese

Chair Weber read the following resolution aloud:

**SOUTH STRABANE TOWNSHIP
RESOLUTION 4-22**

**A RESOLUTION HONORING THE PUBLIC SERVICE OF
FIRE CHIEF SCOTT REESE**

WHEREAS, Scott Reese was born and raised in Washington County and graduated from Trinity High School; and,

WHEREAS, Scott Reese joined South Strabane Volunteer Fire Department #1 in 1989 and was subsequently hired as the first Fire Chief of the combined career and volunteer South Strabane Fire Department; and,

WHEREAS, in 2005, Scott Reese oversaw the merger of the Pancake and Oak Spring Fire Stations into the combined South Strabane Fire Department and, in 2022, oversaw the establishment of 24/7 fire protection and EMS in South Strabane Township; and,

WHEREAS, upon his appointment, Scott Reese lead a Department comprised of four firefighters; and,

WHEREAS, now upon his retirement, Scott Reese leads a Department of nine firefighters, four of which are captains, with the support of twelve active volunteers and managing a Department budget of \$1.03 million; and,

WHEREAS, South Strabane Township has benefitted greatly from the overall educational attainments, fire protection and EMS experiences and professional memberships of Scott Reese; and,

WHEREAS, the strong support of Scott's wife, Darla, and their children and grandchildren, have contributed greatly to his service and accomplishments on behalf of South Strabane Township.

NOW THEREFORE, BE IT RESOLVED BY THE SOUTH STRABANE TOWNSHIP BOARD OF SUPERVISORS, that:

South Strabane Township hereby recognizes Scott Reese for his dedication and many significant contributions to the Township over the past thirty-three years and congratulates him on his retirement from the South Strabane Township Fire Department; and,

Such recognition and the gratitude of South Strabane Township be publicly expressed to Scott Reese for his service to the community, and that this Resolution be incorporated in the minutes of the Board of Supervisors meeting, and that an executed copy of the Resolution be presented to Scott Reese as a token of appreciation for his service to South Strabane Township.

Dated this 22nd day of March, 2022, at South Strabane Township, Washington County, Pennsylvania.

Mr. Burns moved to approve the resolution honoring the public service of Fire Chief Scott Reese. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Chief Reese was presented with an executed and framed copy of the resolution. He then expressed his appreciation and delivered brief remarks.

Members of the South Strabane Township Fire Department presented a commemorative plaque to Chief Reese recognizing his service.

9E: Resolution Honoring the Public Service of Public Safety Director James Barnes

Chair Weber read the following resolution aloud:

**SOUTH STRABANE TOWNSHIP
RESOLUTION 5-22**

**A RESOLUTION HONORING THE PUBLIC SERVICE OF
PUBLIC SAFETY DIRECTOR JAMES BARNES**

WHEREAS, James Barnes was born and raised in Washington County and graduated from Trinity High School; and,

WHEREAS, James Barnes joined the South Strabane Volunteer Fire Department #1 in 1987; and

WHEREAS, James Barnes was hired as a Public Works employee on June 1, 1992 and served in this capacity for five years; and,

WHEREAS, James Barnes was hired as a part of the first group of career firefighters in South Strabane Township on January 5, 1998 and concurrently hired as the Assistant Fire Code Official; and,

WHEREAS, James Barnes was appointed as Public Safety Director and Building Official in 2012 and served in this capacity until his retirement; and,

WHEREAS, South Strabane Township has benefitted greatly from the overall knowledge, experiences and professional memberships of James Barnes; and,

WHEREAS, the strong support of James' wife, Kathy, and their children and grandchildren, have contributed greatly to his service and accomplishments on behalf of South Strabane Township.

NOW THEREFORE, BE IT RESOLVED BY THE SOUTH STRABANE TOWNSHIP BOARD OF SUPERVISORS, that:

South Strabane Township hereby recognizes James Barnes for his dedication and many significant contributions to the Township over the past thirty-four years and congratulates him on his retirement from South Strabane Township; and,

Such recognition and the gratitude of South Strabane Township be publicly expressed to James Barnes for his service to the community, and that this Resolution be incorporated in the minutes of the Board of Supervisors meeting, and that an executed copy of the Resolution be presented to James Barnes as a token of appreciation for his service to South Strabane Township.

Dated this 22nd day of March, 2022, at South Strabane Township, Washington County, Pennsylvania.

Mr. Burns moved to approve the resolution honoring the public service of Public Safety Director James Barnes. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Barnes was presented with an executed and framed copy of the resolution. He then expressed his appreciation and delivered brief remarks.

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 comments from the Public.

Township Manager's Report

Township Manager Brandon Stanick had nothing to report.

Secretary/Treasurer's Report

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

Minutes and Agendas:

- a) Green Team Meeting Notes – November 18, 2022;
- b) Zoning Hearing Board Meeting Minutes – January 10 2022;
- c) Planning Commission Rescheduled Meeting Minutes – February 10, 2022;
- d) Green Team Meeting Notes – February 17, 2022;
- e) Planning Commission Regular Meeting Agenda – March 3, 2022;
- f) Zoning Hearing Board Meeting Agenda – March 14, 2022; and
- g) Green Team Meeting Agenda – March 17, 2022.

Reports and Publications:

- a) Finance Report – February 2022;
- b) Fire Department Report – February 2021;
- c) Building Department/Code Enforcement Report – February 2022;
- d) Police Department Report – February 2022;
- e) Tax Collector's Report & Interim Collection Only – February 2022;
- f) Animal Control Officer's Report – February 2022;
- g) Township Engineer's Report – March 22, 2022;
- h) OR Legal Notice Public Works Laborer – February 27, 2022;
- i) OR Legal Notice ZHB Public Meeting - February 28 & March 7, 2022;
- j) OR Legal Notice PW Limb Pickup – March 1, 2022;
- k) Costars Connection – Winter 2022;
- l) PennDOT District 12, Progress Report – Volume 5 Issue 3;
- m) Tomorrow, Wash. Co. Conservation District Newsletter – February 2022; and
- n) Wash. Area Humane Society, 2021 Impact Report.

Correspondence:

- a) Email dated February 22, 2022 from Charlene Scuvotti regarding the Township's Stormwater Ordinance;
- b) Letter dated March 16, 2022 from WEWJA Operations Manager, Michael C. Sherrieb regarding the capacity requirements for the Modwash Automated Car Wash to be located at 105 Murtland Avenue; and
- c) Email dated March 17, 2022 from Washington County Planning Commission Development Manager, Jason E. Theakston regarding SMART funding for the CMAQ Project.

Township Solicitor's Report

Solicitor Dennis Makel reported his office has been working on planning matters, personnel and sewage for the Township.

Township Engineer's Report

Township Engineer Kevin Creagh reported on the following activities:

Manifold Road Forcemain Project 454-16

- Construction has started on this project. To date, nearly 2,200 linear feet of 14" PVC forcemain have been installed out of the 4,800 linear feet on the project.

Pay Application #1 in the amount of \$458,531.35 from J5 Construction is presented to you for your review and potential approval.

Act 537 Sewage Facilities Program Grant Application 454-17

- KLH has been working on this grant application for your potential Act 537 Plan Update later this year. The original quote from KLH for this work was \$25,000. This grant would potentially pay for 50% of that fee. Once the resolution is adopted at your March meeting, we will upload the grant paperwork to DCED.

Tanger Boulevard Reconstruction Project 454-18

- KLH has scheduled the necessary field survey pick-up work. We will also be completing a field view with the Public Works Superintendent in the near future.

Community Park 454-08

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

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

8. UNFINISHED BUSINESS

8A: Motion Approving an Agreement with Meadows Landing Associates, LP for its Contribution to the Manifold Forcemain Project (Tabled)

This item remained on the table.

8B: Motion Approving an Agreement with PA Finance II, LLC for its Contribution to the Manifold Forcemain Project (Tabled)

This item remained on the table.

9. NEW BUSINESS

9A: Public Hearing for a Conditional Use Application from Washington Investments, LLC on behalf of DeNovo Clinic to Operate a Medical Clinic at 2 Park Place in the C-2 Zoning District

Mr. Stanick reported on February 11, 2022 the Township received an application for Conditional Use Approval from Washington Investments LLC (“Applicant”), on behalf of DeNovo Clinic, Inc., to operate a Medical Clinic (“Development”) located at 2 Park Place (“Property”) in the C-2 Commercial Zoning District. The Board of Supervisors (“Board”), at its September 28, 2021 meeting, approved an at-risk agreement with the Applicant to hold the Township harmless should necessary zoning relief and conditional use approval not be granted as DeNovo wanted to start interior build-out of the space prior to obtaining land use approvals.

The Property is located on a corner lot at the intersection of Burkett Lane and Park Place. The Property is 2.32 acres in size with a single-story mixed use commercial building, 21,150 square feet in size. The Applicant is in the process of completing an interior build-out of the space to accommodate a Medical Clinic to treat individuals with depression, anxiety and provide other mental health services not requiring overnight treatment.

On December 13, 2021 the Zoning Hearing Board (“ZHB”) conducted a Public Hearing and unanimously granted a variance from Section 245-130B of the Zoning Code to allow a Medical Clinic to operate in a building that does not have frontage on a public street. On March 3, 2022, the Planning Commission conducted a Public Hearing and unanimously approved a recommendation to the Board to grant Conditional Use approval to allow DeNovo Clinic to operate a Medical Clinic at the Property owned by the Applicant.

Dr. Alan Axelson, representative of DeNovo Clinic and the end user of the Development, was administered the oath.

Mr. Makel recommended the following exhibits be read into the record:

- Exhibit A – Conditional Use Application;
- Exhibit B – Staff Memo to Planning Commission dated February 25, 2022;
- Exhibit C – Variance Application;
- Exhibit D – Staff Memo to Zoning Hearing Board dated December 3, 2021;
- Exhibit E – Legal Notice published in March 10 and March 15, 2022 editions of the Observer-Reporter; and
- Exhibit F – Letter dated March 15, 2022 sent to neighboring property owners.

Mr. Burns moved to enter Exhibits A-F into the record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Mark Kepple, legal counsel for the Applicant, provided an overview of the request. Mr. Kepple described the property and the proposed clinic’s operations.

Chair Weber asked Dr. Axelson to explain the type of work practiced at the clinic. Dr. Axelson stated he is a psychiatrist specializing in adolescent psychology. They already have a clinic operating in the South Hills and have completely outgrown that space. He has partnered with this national group to provide comparable mental health services out of this office. The work will

primarily consist of general outpatient psychiatric services but will also utilize Transcranial Magnetic Stimulation (“TMS”). TMS is an emerging procedure consisting of utilizing magnetic fields to stimulate nerve cells in the brain to improve symptoms of depression. Dr. Axelson stated they treat patients covered by commercial and Medicaid insurance.

Dr. Axelson provided additional details on TMS treatment of depression upon a question from Chair Weber. Mr. Makel asked if the application is for a medical facility. Dr. Axelson confirmed this to be the case. Mr. Makel asked for clarification the only treatment occurring at the facility will be for psychiatric conditions. Dr. Axelson confirmed this to be the case. Mr. Makel stated he recommends any motion for approval be conditioned upon only psychiatric treatment being provided at the facility. Mr. Luketich inquired of the ages of those visiting the clinic for treatment. Dr. Axelson confirmed the clinic will serve both children and adults.

There were no comments from the Public.

Mr. Kepple requested the condition recommended by Mr. Makel state that operations will be limited to psychiatric, psychologic and counseling medical services.

Mr. Luketich 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 Conditional Use Application from Washington Investments, LLC on behalf of DeNovo Clinic to Operate a Medical Clinic at 2 Park Place in the C-2 Zoning District with the condition the Applicant’s operations at the Property be limited to psychiatric, psychologic and counseling medical services. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9B: Public Hearing to Consider an Ordinance Restricting the Parking of Vehicles in Cul-de-sacs and Prescribing Penalties for Violation

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

9C: Public Hearing to Consider an Ordinance Creating the Manifold Sewershed District No. 1 and to Establish a Special Tap-in Fee for New Development on Properties Located within the Manifold Sewershed District No. 1

Mr. Stanick reported the purpose of the proposed ordinance is to establish a district and to assign an additional tap-in fee to those properties that develop within the district which will be used to reimburse (or “recapture”) the developers of Burkett Manor and Meadows Landing for contributions to the Manifold Forcemain Project. The additional tap-in fee for the district is set at \$1,428 per EDU for any property located in the Windsor, Quarry, Manifold and Racetrack sewersheds.

Any property that develops in the aforementioned sewersheds will be required to pay the following to tap-in to the public sanitary sewer system:

- WEWJA fee: \$1,200 per EDU
- Township Tap-in fee: \$2,500 per EDU
- Sewer District No. 1 fee: \$1,428 per EDU

The total cost to be incurred by the developers is:

- Meadows Landing: \$492,755 (reimbursed 70% of the District fee/EDU); and
- Burkett Manor: \$207,100 (reimbursed 30% of the District fee/EDU).

Mr. Makel read the following exhibits into the record:

Exhibit A – Proposed Manifold Sewershed District No. 1 Ordinance;

Exhibit B – District Map; and

Exhibit C – Legal Notice published in March 15, 2022 edition of the Observer-Reporter.

Mr. Creagh, in response to questions from Mr. Makel, indicated he had reviewed the proposed ordinance and recommended approval.

Ms. Cynthia Rossi, resident on Zediker Station Road, was administered the oath. Ms. Rossi read a prepared statement expressing her disapproval of the proposed ordinance. Ms. Rossi noted PA Finance II, LLC., developer of the Burkett Manor property, owes approximately \$220,000 in delinquent taxes. She asked if the Supervisors, Solicitor and Township Manager were aware of these back taxes.

Ms. Rossi asked why Township taxpayers are allowing developers to receive a no-interest loan. She asked how the Township will guarantee the taxpayers' money is repaid. She expressed concern over wording in the ordinance which could be interpreted as a fee on all taxpayers in the District and asked if the intention was to bill all property owners that have tapped into the system \$1,428. Ms. Rossi expressed her opinion the proposed Ordinance unfairly impacts residents who may wish to build on a single lot or subdivide for the purchase of constructing an additional structure.

In response to Ms. Rossi's concerns, Mr. Makel stated the fee only applies to new developments, not those properties already tapped-in to the system. Ms. Rossi stated she understands this, but the wording is not clear and other Township residents had been raising this question. Mr. Makel asked Mr. Creagh if this wording is a concern. Mr. Creagh stated it is not. Mr. Makel stated taxpayers will not pay anything and it is the developers who will be paying the fee. Ms. Rossi asked about a family subdividing property and building a new house. Mr. Makel stated they would be treated the same as they would tap into the sewer system.

Ms. Rossi stated this ordinance is about two developers, but other parts of the Township are being included. A discussion ensued on contribution agreements. Ms. Rossi expressed her displeasure with the Township's treatment of the former South Strabane Township Sanitary Authority

("SSTSA"). Mr. Makel stated the Board of Supervisors is not going to let developers take advantage of the Township.

Mr. Stanick read aloud the following comments from Mr. Joe Kopko, resident on Eastpointe Drive, that were submitted via email prior to the meeting:

Brandon,

Please note that although the text describing the ordinance on the website states that the fee is only for new development, the text of the ordinance itself does not impose such limits. As I read the proposed ordinance it states that all properties within the district are subject to the fee.

Please review the text of the ordinance and make certain that any adopted ordinance clearly delineates that only new properties are subject to the tap in fee.

Also, I am disappointed that the BOS has chosen to go this route. In my opinion, it should be the developers' responsibility to recoup the monies as it develops and sells the properties.

Please convey my concerns to the BOS at tonight's meeting. Unfortunately, I am not able to attend.

Thank you for your kind attention to this matter.

Joseph M. Kopko PE

As there were no further comments from the Public, Mr. Murphy moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Luketich moved to approve the Ordinance Creating the Manifold Sewershed District No. 1 and to Establish a Special Tap-in Fee in the amount of \$1,428 for New Development on Properties Located within the Manifold Sewershed District No. 1. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9F: Motion Awarding Lowest Qualified Bid for Public Works Materials and Fuel

Mr. Stanick reported pursuant to Article XXXI of the Second Class Township Code, Townships are required to advertise bids for the purchase of materials, services and contracts exceeding \$21,300. Bid advertisements for seal coating, stone, asphalt, gasoline and diesel fuel were advertised in the March 4 and March 8, 2022 editions of the Observer-Reporter. At 3:00 p.m. on March 17, 2022 bids were received and opened at a public meeting in the Municipal Building Meeting Room.

The lowest acceptable bid for seal coating came from Youngblood Paving, Inc. at \$2.03 per square yard; previous year was 1.26 per square yard. As no acceptable bids were received for stone, asphalt and fuel the Township must rebid the items, and if no bids are received within 45 days of the second advertisement, the Township may purchase or enter into a contract for the purchase of this commodity.

A discussion ensued on why so few bids were received. Mr. Stanick reported staff will reach out to companies which regularly bid and report back to the Board.

Mr. Burns moved to accept the bid from Youngblood Paving, Inc. for in-place seal coating in the amount of \$2.03 per square yard. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9G: This Item Left Intentionally Blank

9H: Motion Approving a Collective Bargaining Agreement Between the South Strabane Township Public Works Union, Local 272M and South Strabane Township beginning January 1, 2022 and ending December 31, 2025

Mr. Stanick Presented for the Board's consideration a Collective Bargaining Agreement ("CBA") between the Public Works Union, Local 272M and the Township for the period beginning January 1, 2022 and ending December 31, 2025. According to the Union's Executive Officer, the Local 272M ratified the proposed contract on March 9, 2022.

Mr. Murphy moved to approve a Collective Bargaining Agreement between the South Strabane Township Public Works Union, Local 272M and South Strabane Township beginning January 1, 2022 and ending December 31, 2025. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9I: Motion Amending the Township Police Department Policies and Procedures Manual Regarding the Use of Body Worn Cameras

Police Chief Drew Hilk reviewed this item. Chief Hilk requested the Board approve proposed amendments to the Policies and Procedures Manual regarding the use of Body Worn Cameras ("BWC"). The changes are being requested due to learned experiences during the implementation of BWC's in the Department earlier this year.

Mr. Burns moved to amend the Township Police Department Policies and Procedures Manual Regarding the Use of Body Worn Cameras. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9J: Resolution Authorizing the Township's Application for Funding from the Pennsylvania Department of Conservation and Natural Resources to Offset Costs Associated with Phase 1 of the Community Park Master Plan

Mr. Stanick reported the Township has routinely applied for the Community Conservation Partnerships Program grant through the Pennsylvania Department of Conservation and Natural Resources ("DCNR") for projects associated with Community Park and other Municipal facilities. In effort to assist in the build-out of the recently adopted Community Park Master Plan, Staff is seeking to apply for the Park Rehabilitation and Development Grant. This stream of funding is considered very competitive and would require a 50/50 financial match.

As the Board may recall, a Dog Park is proposed to be constructed as a part of Phase I of the Master Plan. Specifically, Phase I is comprised of the following:

- Removals and Site Preparation – Phase 1A;
- Dog Park Site Improvements – Phase 1A;
- Dog Park Site Improvements – Phase 1B; and
- Planting & Landscape Features – Phase 1B.

The estimate of probable cost for the entirety of Phase I is 870,212. \$43,000 was budgeted this year for Public Works to complete Removals and Site Preparation – Phase 1A, which would leave \$827,212 estimated to complete build-out of Phase I. The Township's application will ask for matching funding in the amount of \$413,606 for the remainder. The DCNR may approve a grant for the entirety of, part of, or none of the requested funds. Should the Township be selected, it is anticipated the grant award would occur in 2023.

Staff is preparing this new submission to the DCNR's grant program in time for its April 6, 2022 deadline. To qualify for the grant, the Board is required to pass a resolution accepting the terms and conditions of the grant which will become a grant agreement between the Township and the DCNR should the Township be awarded the grant.

Mr. Burns moved to approve the Resolution authorizing the Township's application for funding from the Pennsylvania Department of Conservation and Natural Resources to offset costs associated with Phase 1 of the Community Park Master Plan. Mr. Grego seconded the motion.

Mr. Luketich inquired on when the Township expects to receive word from the DCNR. Mr. Stanick stated awards are expected to be announced in the Fall.

The motion passed on a unanimous voice vote.

9K: Resolution Requesting a Sewage Facilities Planning Grant to Update the Township's Act 537 Sewage Facilities Plan

Mr. Stanick reported earlier this year the Board authorized Mr. Creagh to prepare a grant to assist in funding an update to the Township's Act 537 Sewage Facilities Plan. This Plan was last updated in 1998. As such, presented for the Board's consideration is a resolution authorizing a request for a Sewage Facilities Program grant in the amount of \$12,500 to be used for the update to the Township's Act 537 Plan. The grant is for 50% of the cost of the update which was quoted by Mr. Creagh in the amount of \$25,000. It's anticipated this project will be budgeted for 2023.

Mr. Burns moved to approve the Resolution requesting a Sewage Facilities Planning Grant to update the Township's Act 537 Sewage Facilities Plan. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9L: Motion Authorizing a Lien on the Property Located at 150 Sunset Boulevard for Violation of Section 302.4 of the International Property Maintenance Code as amended by Section 172-3G of the Township Municipal Code

Mr. Stanick reported pursuant to Section 302.4 of the International Property Maintenance Code, as amended by Section 172-3G of the Township Code, grass, weeds and similar vegetation are not permitted to grow in excess of eight inches. Should property owners fail to comply with this regulation within seven days of receiving a written notice from the Township, the Board may require the removal of the violation and lien the property for the cost of the work.

Notices have been sent to the owner of 150 Sunset Boulevard (Parcel ID No. 600-004-14-02-0009-00) for violation of this requirement. To date the Township has received no response.

It has been noticed the property is going up for sheriff's sale in May 2022. Additionally, it has been noted there are several tree branches and limbs throughout the property. As such, it is recommended the Board lien the aforementioned property as no response from any representative of the property has been received.

Mr. Burns moved to authorize a lien on the property located at 150 Sunset Boulevard for violation of Section 302.4 of the International Property Maintenance Code as amended by Section 172-3G of the Township Municipal Code. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9M: Motion Approving a Contract for Property Maintenance

Mr. Stanick reported from time to time each year the Board has placed liens on property for not complying with the Township's Property Maintenance Code. The Township's regular contractor that is used to bring a property into compliance (typically mowing grass, removing junk, etc.) is no longer available. In consultation with the Township Solicitor, it was found best to engage a new contractor in a more formal contract for services for a full year.

Building Official Scott Heckman has identified such a contractor, William Bard, that would be used to bring lienied properties into compliance. The proposed contract requires insurance and

covers work such as mowing lawns, cutting high weeds, removing trash and rubbish from property, removing tree limbs and other debris from property and any other task to ensure the proper maintenance of property.

Should the Board approve the proposed contract, the contract would run through the end of 2022. It is Staff's intent to present the contract for property maintenance to the Board at each Reorganization Meeting for the upcoming year.

Mr. Burns moved to approve a contract for property maintenance with William Bard. Mr. Grego seconded the motion.

A discussion ensued on the fees charged for services. Mr. Stanick advised fees will be specific to the property and the violation being corrected.

The motion passed on a unanimous voice vote.

9N: Motion to Appoint a Full-time Public Works Employee

Mr. Stanick reported the Township received 11 applications to fill a vacancy for a new full-time Public Works employee. The hiring committee interviewed four of the candidates and recommended the Board appoint Joseph Rush.

Chair Weber moved to appoint Joseph Rush as a full-time Public Works employee. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

9O: Motion to Appoint a new member to the Planning Commission to a term ending December 31, 2026

Mr. Stanick presented for the Board's consideration a motion to appoint Dan Reitz to the Planning Commission for a term ending December 31, 2026. Mr. Stanick explained the term is for a longer period than the standard four years in an effort to bring the schedule of term expirations for members into compliance with the standards of the Pennsylvania Municipalities Planning Code ("MPC"). The MPC dictates the terms of no more than two Planning Commission members should expire in any given year. This lengthier term was approved by the Township Solicitor as legal as it is a curative action. Mr. Stanick provided background information on Mr. Reitz.

Mr. Burns moved to appoint Dan Reitz to the Planning Commission to a term ending December 31, 2026. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9P: Resolution Adopting the Washington County 2022 Hazard Vulnerability Assessment and Mitigation Plan Update

Mr. Stanick invited Chief Reese to brief the Board on this item. Chief Reese presented for the Board's consideration a resolution adopting the 2022 update to the Washington County 2022 Vulnerability Assessment and Mitigation Plan ("Plan"). Pursuant to Section 322 of the Disaster Mitigation Act of 2000 ("Act"), state and local governments are required to develop and submit for approval a mitigation plan that outlines processes for identifying natural hazards, risks and vulnerabilities. The Plan is required as a prerequisite to receiving any post-disaster grant program funds in the event of a disaster.

Over the past year, in efforts to keep municipalities in Washington County compliant, the County Department of Public Safety has undergone an update to the Plan. Chief Reese and the Township Manager reviewed and updated the information required by the County's consultant in drafting the update. Now that the Plan has been updated with the input from municipalities regarding the mitigation of local natural hazards, risks and vulnerabilities, the Township is being asked to adopt the update via the attached resolution.

Mr. Burns moved to approve the Resolution adopting the Washington County 2022 Hazard Vulnerability Assessment and Mitigation Plan Update. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9Q: Motion to Reschedule the next Regular Meeting of the Board of Supervisors from April 26, 2022 to April 19, 2022

Mr. Stanick presented for the Board a motion to reschedule the next meeting from April 26 to April 19, 2022. This rescheduling is due to all five Supervisors and the Township Manager planning to be in Hershey, Pennsylvania for the Pennsylvania State Association of Township Supervisors annual conference during the original date.

Mr. Luketich moved to reschedule the next regular meeting of the Board of Supervisors from April 26, 2022 to April 19, 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Mr. Grego moved to adjourn. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 8:18 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager