

**SOUTH STRABANE TOWNSHIP  
BOARD OF SUPERVISORS REGULAR MEETING (RESCHEDULED)**

**April 19, 2022**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The April 19, 2022 Regular Meeting (Rescheduled) of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:05 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.

Absent                                        None

Also Present                                Township Manager Brandon Stanick; Assistant to the Township Manager Jim Sutter; Fire Chief Jordan Cramer; K9 Officer Keith Zenkovich; Township Solicitors Dennis Makel and Gabrielle Conti; and Township Engineer Kevin Creagh.

**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.

Township Manager Brandon Stanick read aloud the following comment, received via email, from Ms. Charlene Scuvotti, resident on Pine Valley Drive:

*I would like to make of public record that I tried several times to arrange a meeting with Mr. Makel and two of the board members, which the board members agreed to meet, concerning Meadows Landings PRD. This being a legal issue I wanted Mr. Makel to be present, as he should being our township solicitor. Instead Mr. Makel and Brandon Stanick chose to dismiss this legal issue as a stormwater issue. Stating that Kevin Creagh could take care of this. The last time I looked Kevin Creagh did not have a law degree. I am publicly requesting this meeting with our township solicitor.*

Additionally, Mr. Stanick read aloud the following separate comment regarding stormwater, received via email, from Ms. Scuvotti:

*I would like to state that the homeowners associations, as well as other developers, are not maintaining their basins as required under their operation and maintenance agreements recorded and approved by this board. There should be a maintenance record available to look at. Showing that these maintenance issues are being done in a timely way. There is woody vegetation growing on spillways and embankments, trash clogging the trash racks etc. These maintenance agreements need enforced for the safety of the residents. This is our township managers job as told to him by DEP.*

#### **4. CONSIDERATION OF MEETING MINUTES**

Mr. Murphy moved to approve the Board of Supervisors Regular Meeting Minutes from March 22, 2022 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: \$ 118,337.34 (pay date of March 25, 2022)
- Payroll: \$ 115,095.92 (pay date of April 8, 2022)
- General Fund: \$ 172,604.07
- Liquid Fuels Fund: \$ 2,602.40
- Capital Improvement: \$ 13,176.95
- Escrow: \$ 2,135.26
- Sewage Enterprise: \$ 224,745.23

**Total Expenditure: \$ 648,697.17**

- Overtime costs for the period include:

- Police: \$ 2,037.93
- Fire: \$ 729.56
- Public Works \$ 4,635.59
- **Total OT:** \$ **7,403.08** (pay date of March 25, 2022)

- Police: \$ 2,030.90
- Fire: \$ 460.83
- Public Works \$ 1,204.11
- **Total OT:** \$ **3,695.84** (pay date of April 8, 2022)

General Fund:

- Municipal Employees Insurance Trust (April Coverage) \$ 54,451.59

Sewage Enterprise:

- J5 Construction (Pay Application #2 – Manifold Force Main Project) \$201,711.75

Mr. Murphy inquired on the disparity between the amount Waste Management charges for waste removal at the Community Park compared to the Municipal Building. Mr. Grego indicated Public Works uses this dumpster as well. A discussion ensued. Mr. Stanick indicated Township staff would evaluate current practices to see if there is a better method of waste disposal at Township facilities.

Mr. Luketich 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 the meeting.

## **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.

Mr. Stanick had previously read aloud a comment on the topic of stormwater, received via email, from Ms. Scuvotti during the main Public Comment time.

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

Mr. Stanick reported PennDOT had notified the Township the traffic light at the intersection of Route 19 and North Avenue will be upgraded to use radar sensors in anticipation of construction of the Modwash car wash. Mr. Stanick reported the Township has acknowledged this and approves of the plan. He also indicated other parts of the Route 19 Corridor will be reviewed for these upgrades as well.

Mr. Stanick reported a letter has been sent to Ms. Donna Dyson, following up on her Public Comment from the March 22, 2022 meeting regarding maintenance of Nevin Alley. The letter indicated Nevin Alley is a paper street and is therefore private and the responsibility of the property owners who are served by the street. It also indicated the Police Department would begin monitoring the nearby stretch of North Main Street in response to concerns regarding traffic speed.

In response to a question from Ms. Nancy Zipko in the audience regarding the to-be-constructed Modwash, Mr. Stanick stated much of the water from the facility will be recycled according to the business and the remainder would then enter the public sewage system.

### **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 – March 3, 2022.

**Reports and Publications:**

- a) Finance Report – March 2022;
- b) Fire Department Report – March 2022;
- c) Building Department/Code Enforcement Report – March 2022;
- d) Police Department Report – March 2022;
- e) Tax Collector's Report & Interim Collection Only – March 2022;
- f) Animal Control Officer's Report – March 2022;
- g) Township Engineer's Report – April 19, 2022;
- h) OR Legal Notice Cul-de-sac Parking – March 15, 2022;
- i) OR Legal Notice Manifold Sewershed - March 15;
- j) OR Legal Notice Summer Material Rebid – March 24 & 28, 2022;
- k) OR Legal Notice BOS Meeting Rescheduled – March 25, 2022;
- l) OR Article "South Strabane Fire Dept. set to name new chief" – April 8, 2022;
- m) PSATS News Bulletin – March 2022; and
- n) PennDOT Moving Forward Newsletter – Spring 2022.

**Correspondence:**

- a) Memorandum (w/attachments) dated March 24, 2022 from David Sanko, executive Director of PSATS regarding 2022 Proposed Bylaws Changes, Nominations Report and Resolutions;
- b) Thank you card dated March 30, 2022 from the Vittone Family thanking the Township for the donation to Ambulance & Chair Scholarship in Gene's name;
- c) Letter dated March 17, 2022 from Brandon Stanick to Morris Knowles & Associates, Inc. regarding North Ave. and Murtland Ave. Traffic Signal; and
- d) Letter dated April 11, 2022 from Brandon Stanick to Ms. Dyson of 1462 N. Main Street regarding Maintenance of Nevin Alley.

**Township Solicitor's Report**

Solicitor Dennis Makel reported his office has been working on matters related to personnel, code enforcement, litigation and sewage expansion.

**Township Engineer's Report**

Township Engineer Kevin Creagh reported on the following activities:

**Manifold Road Forcemain Project 454-16**

- Construction continues on this project. To date, nearly 4,200 linear feet of 14" PVC forcemain have been installed out of the 4,800 linear feet on the project. The Contractor is working on the creek crossings primarily at this point.

Pay Application #2 in the amount of \$201,711.75 from J5 Construction is presented to you for your review and potential approval.

**Act 537 Sewage Facilities Program Grant Application 454-17**

- KLH has submitted a grant application online to DCED. A PDF was provided to the Township for their records.

**Tanger Boulevard Reconstruction Project 454-18**

- KLH is in the process of design on this project. It is our intent to work with the Township to get this project out for bid during the May window so that you may potentially approve the bid at the May Board of Supervisors meeting.

### **Community Park 454-08**

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

### **Planning Commission Reviews**

KLH completed the review for the Murphy Consolidation Plan.

Mr. Creagh highlighted the Tanger Boulevard Reconstruction Project to the Board, indicating they are ready to prepare it for bid and have it potentially awarded at the May meeting.

Mr. Stanick inquired on the status of the Manifold Forcemain Project. Mr. Creagh stated it is coming along well and they are currently working on the final creek crossing. He stated he anticipates testing to occur in the next 7 to 10 days.

## **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: Public Hearing to Consider an Ordinance Restricting the Parking of Vehicles in Cul-de-sacs and Prescribing Penalties for Violations (Tabled)**

This item remained on the table.

## **9. NEW BUSINESS**

### **9A: 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 to the purchase of materials, services and contracts exceeding \$21,300. At the previous meeting, the Board awarded bids for 2022 Public Works materials; however, the Township rebid for fuel, limestone and asphalt as no bids were received for these items. An advertisement was published in the March 24 and March 28, 2022 editions of the Observer-Reporter. At 3:00 p.m. on April 14<sup>th</sup> bids were received and opened at a Public Meeting in the Municipal Building Meeting Room.

The lowest acceptable bid for stone came from Greer Industries (#1 & #57) and Hanson (#2A, R-4 & R-6). The only acceptable bid for asphalt came from Hanson. As no acceptable bid was received for fuel upon rebid, the Township may purchase or enter into a contract for purchase.

Mr. Burns moved to accept the bids for Aashto #1 Limestone in the amount of \$23.25 per unit and Aashto #57 Limestone in the amount of \$24.00 per unit from Greer Industries; the bids for PA

#2A Subbase Limestone in the amount of \$23.38 per unit, R-4 Rip Rap Limestone in the amount of \$29.13 per unit and R-6 Rip Rap Limestone in the amount of \$33.88 per unit from Hanson; and the bids for 9.5 mm Superpave wearing coarse in the amount of \$63.50 per unit, 19 mm Superpave wearing coarse in the amount of \$55.00 per unit and 25 mm binder coarse in the amount of \$53.50 per unit from Hanson. Mr. Luketich seconded the motion.

Mr. Murphy asked if these were the delivered prices. Mr. Grego stated all prices are delivered prices except for the asphalt which is picked up by Public Works.

The motion passed on a unanimous voice vote.

### **9B: Motion Approving an Employment Agreement and Appointing Jordan J. Cramer as South Strabane Township Fire Chief and Emergency Management Coordinator**

Mr. Stanick presented for the Board's consideration is an employment agreement ("Agreement") and the formal appointment Jordan J. Cramer as South Strabane Township Fire Chief. Recall the Township's recruitment process for Fire Chief yielded 16 applicants that were reviewed by Supervisors Weber and Grego and the Township Manager. Of the 16 applicants, seven were selected for a first-round interview at which time the candidates were given a writing exercise to submit prior to the interview. First-round interviews were conducted by the Board-appointed Fire Chief Interview Committee. The Committee then forwarded a recommendation to the Board for consideration. Three candidates were then scheduled for second-round interviews with the Board after which time Jordan Cramer was selected to fill the position of Fire Chief.

Mr. Burns moved to approve an employment agreement and appoint Jordan J. Cramer as South Strabane Township Fire Chief and Emergency Management Coordinator. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Fire Chief Jordan Cramer introduced himself to those in attendance at this time.

### **9C: Motion Appointing a Full-time Firefighter**

Mr. Stanick presented for the Board's consideration is a motion to appoint Jason Brown as a full-time Firefighter.

The Township's most recent recruitment process for a Full-time Firefighter yielded 7 applicants. Following physical fitness and written testing, two candidates were selected for interviews. The firefighter interview committee, consisting of Supervisors Murphy and Luketich, then Fire Chief Reese and Assistant to the Township Manager Sutter, conducted the interviews. Following this process, Jason Brown was identified as the top choice.

Mr. Burns moved to appoint Jason Brown as a Full-time Firefighter. Mr. Murphy 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 7:24 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager