

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

SEPTEMBER 11, 2018

APPROVED MEETING MINUTES

1. CALL TO ORDER

The September 11, 2018 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors	Bob Weber, Chairman; Thomas Moore, Vice Chairman; Bracken Burns; Richard Luketich; and Laynee Zipko.
Also Present	Brandon Stanick, Township Manager; Dennis Makel, Township Solicitor; Michael Sherrieb, Township Engineer (KLH); and Scott Reese, Fire Chief.

A list of 15 visitors is on file at the Municipal Building.

2. PLEDGE OF ALLEGIANCE

Following a moment of silence in remembrance of September 11, 2001, Chair Weber led the Pledge of Allegiance.

Chair Weber stated the Board met in Executive Session this evening prior to the meeting for the purpose of discussing personnel matters and ongoing litigation.

3. PUBLIC COMMENT

Chair Weber stated 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 is asked to limit their comments to a maximum of three (3) minutes.

There were no public comments.

4. CONSIDERATION OF MEETING MINUTES – AUGUST 28, 2018

Mr. Burns moved to approve the August 28, 2018 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: \$ 109,216.55 (pay date of August 31st)
- General Fund: \$ 122,546.34
- Liquid Fuels: \$ 38,434.41
- **Total Expenditure: \$ 270,197.30**

- Overtime costs for the period include:
 - Police: \$ 7,020.29
 - Fire: \$ 917.48
 - Public Works: \$ 228.90
 - **Total OT: \$ 8,166.67**

Mr. Burns moved to approve the payroll for the period August 12 through August 25, 2018 and bills for the period August 23 through September 25, 2018. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

6. **ANNOUNCEMENTS**

Township Manager Stanick remarked the September 11th Memorial Ceremony was held earlier in the day and thanked Police Chief Hilk, Fire Chief Reese and Sergeant Kelly for their work in coordinating the ceremony.

7. **TOWNSHIP REPORTS**

Township Solicitor's Report

Township Solicitor Makel reported on the matter concerning the drafting of the proposed intergovernmental agreement with the City of Washington concerning the use of the emergency access drive from Clare Dr.

Township Manager's Report

J & D Cellars Winery

Township Manager Stanick reported that at its meeting on August 28, 2018, the Board approved a resolution, at the request of Mr. John Husk, to file a petition with the PA Liquor Control Board for an exemption from the Liquor Code to allow for amplified music from the J & D Cellars Winery, located at 290 Roupe Rd. ("Property") to be heard beyond the limits of the Property ("Request"). It has been brought to the Township's attention (and now confirmed) that the letters mailed on August 22nd advising of the August 28th meeting were not received by the neighboring property owners. Although the resolution was passed by the Board, and in consultation with Chair Weber, this item has been placed on the agenda once again to allow opportunity for public comment. Surrounding neighbors received a hand delivered letter on September 7th advising of the September 11th meeting.

Chair Weber opened the floor for public comment regarding this matter.

Mr. Gary Wall (resident on Roupe Rd.) thanked the Board for the additional time to comment on the Request. He expressed his concern for the Township's ability to enforce the noise regulations that are currently in place because things are not being addressed currently in the Agricultural District. Mr. Husk's product is not completely grown on a farm as the Zoning Code requires.

Mr. David McClellen (resident on Roupe Rd.) expressed his concern for noise generated by the winery to be heard beyond the property. He also stated that Mr. Husk advised he does not advertise and then Mr. McClellen distributed pictures of advertisements that are in place. He also distributed information regarding noise from lawn mowers.

Mr. Roger Shawn (resident on Roupe Rd.) distributed his written comments (dated August 10, 2018) that were previously provided to the Board. He stated the State Statute has been violated for the past three years as noise from music and crowds are heard beyond the property line. Additionally, he expressed concern for the 40 to 50 cars parked at any one time at the venue and that people use his property to turn around as they think it is the Winery's.

Mr. John Husk (resident on Roupe Rd.), owner and proprietor of the Winery, thanked the Board for passing the resolution at its meeting on August 28, 2018. He remarked about the comments that have been made previously about the Winery. He stated that his request was not to be exempt from the Township's noise regulations, but for the noise regulations to be enforced for his operation. He advised that he never promised not to advertise the Winery.

Secretary/Treasurer's Report

The following items have been received or issued between August 25 and September 7, 2018:

Minutes and Agendas:

- a) Zoning Hearing Board Meeting Minutes – July 16, 2018;
- b) Planning Commission Meeting Minutes – August 2, 2018; and
- c) Washington Co. Tax Collection District Meeting Agenda (w/attachments) – September 9, 2018.

Reports and Publications:

- a) *Letter dated August 28, 2018 transmitting WEWJA's Financial Statement (w/o attachment) for quarter ending June 30, 2018;*
- b) Fire Department Report – August 2018;
- c) Public Safety Department Report – August 2018;
- d) Tax Collector's Report – August 2018;
- e) Tax Collector's Report Interim Collection Only – August 2018;
- f) Animal Control Officer's Report – August 2018;
- g) Flier advertising South Strabane Township's September 11th Memorial Ceremony at the Washington Mall;

- h) Flier advertising the Washington Co. Conservation District's Open House on September 11, 2018; and
- i) Observer-Reporter September 7, 2018, Firefighter position advertisement.

Correspondence:

- a) *Letter (w/attachments) dated August 24, 2018 from Range Resources regarding its intent to apply for a permit to drill the proposed Guyton Patrick 10082 Well In North Strabane Township;*
- b) Letter received August 27, 2018 from Belinda Brova regarding J & D Cellars Winery;
- c) Letter dated September 5, 2018 from Canton Township Manager Stephanie Pettit regarding a meeting with South Strabane Township to discuss entering into an Intergovernmental Agreement to provide for police protection services; and
- d) Letter dated August 17, 2018 from University of Pittsburgh Chancellor Patrick Gallagher and Chancellor Emeritus and Chair of the Institute of Politics Mark Nordenberg regarding the September 20 and 21, 2018 Elected Officials Retreat.

Chair Weber noted a list of accomplishments by the South Strabane Sanitary Authority was provided to the Township and included in the Board's Informational Update prior to the meeting.

8. UNFINISHED BUSINESS

8A Ordinance Amending Chapter 245 of the Township Zoning Code Regarding the Purpose of the C-3 District and Eliminating Light Manufacturing as an Authorized Conditional Use in the C-3 District (Tabled)

Mr. Weber advised this item will remain on the table.

8B Ordinance Establishing an Intergovernmental Agreement with the City of Washington for a Connection from Washington Park to Clare Drive for Emergency Purposes (Tabled)

Mr. Weber advised this item will remain on the table.

9. NEW BUSINESS

9A Request from EQM Gathering Opco, LLC. to Release the Road Bond for the NIMA S001/S003 Pipeline Project

Chair Weber introduced the item. Mr. Ryan Roberson, representing EQM Gathering Opco, LLC, advised that the pipeline project is now complete.

Mr. Burns moved to approve the release of the road bond for the NIMA S001/S003 Pipeline Project. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9B Resolution for Disposition of Specific Public Records

Township Manager Stanick reported that on April 24, 2018, the Board approved Resolution 11-18, a Resolution Declaring the Township's Intent to Follow the Schedules and Procedures for the Disposition of Records. Pursuant to the Township's Disposal of Records Policy (Policy), acts of disposition are approved by resolution. However, resolutions are not necessarily required for disposing of records that meet the criteria outlined in the Policy. Because there are a significant number of records, it is in the Township's best interest at this time to document the disposition by resolution. The records proposed for destruction are listed in categories in the proposed resolution.

Mr. Burns moved to approve the resolution. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9C Motion to Accept the Resignation of Firefighter John Curcio Effective September 15, 2018

Chair Weber introduced the item and Mr. Moore move to accept the resignation of Firefighter John Curcio effective September 15, 2018. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9D Motion to Approve Job Descriptions for Administrative Staff

Township Manager Stanick reported that presented for the Board's consideration are job descriptions for the Asst. to the Township Manager and Administrative Clerk positions. This will conclude updates to job descriptions for administrative staff positions.

Mr. Burns moved to approve the job descriptions. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9E Motion to Appoint an Interview Committee for the Asst. to the Township Manager Position

Chair Weber introduced the item and Mr. Luketich moved to appoint Mr. Moore, Mr. Weber and Township Manager Stanick to serve as the Interview Committee for the Assistant to the Manager position. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Ms. Zipko moved to adjourn the meeting. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:36 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager