

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

SEPTEMBER 25, 2018

APPROVED MEETING MINUTES

1. CALL TO ORDER

The September 25, 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 9 visitors is on file at the Municipal Building.

2. PLEDGE OF ALLEGIANCE

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.

Ms. Kathy Indovina (resident on Shawnee Dr.), Strabane Manor HOA President, provided an update concerning the merger between the Strabane Manor and Strabane Haven HOAs. She stated that the vote that was taken was to merge the two groups; however, the paper work has not been signed and executed yet. She expressed her concern that nothing is being done.

Ms. Charlene Scuvotti (resident on Pine Valley Rd.) expressed concern for the Meadows Landing development. She requested the Board of Supervisors authorize a geo technician to conduct an analysis of Basin #1. She referenced aloud the Code provisions related to stormwater management.

4. CONSIDERATION OF MEETING MINUTES – SEPTEMBER 11, 2018

Mr. Burns moved to approve the September 11, 2018 Board of Supervisors Meeting Minutes as presented. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

5. FINANCIAL BUSINESS

The Board considered the following financial business:

- Payroll: \$ 108,354.79 (pay date of September 14th)
- General Fund: \$ 124,490.63
- Liquid Fuels: \$ 1,688.39
- **Total Expenditure: \$ 234,533.81**

- Overtime costs for the period include:
 - Police: \$ 7,648.52
 - Fire: \$ 804.94
 - Public Works: \$ 960.94
 - **Total OT: \$ 9,414.40**

Mr. Moore moved to approve the payroll for the period August 26 through September 8, 2018 and bills for the period September 6 through September 19, 2018. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Township Manager Stanick announced that the September 3, 2018 Planning Commission Agenda Meeting is cancelled and the October 11th Budget Meeting has been changed to 4:00 p.m. He also announced the last tree limb drop-off event for the year is scheduled for September 29th from 9:00 a.m. to 1:00 p.m. at the former Road Shed property.

7. TOWNSHIP REPORTS

Township Solicitor's Report

Solicitor Makel reported that progress is being made on the Clare Dr. Agreement.

Township Manager's Report

Township Manager Stanick reported the Township is in receipt of the following Agricultural Security Area Applications: Richard and Kimberly Luketich for 14.6 acres at 153 Booth Rd. (600-012-00-00-0012-02); Yvette and Thomas Kisling for 73.02 acres at 1885 E. Beau St. (600-002-00-00-0008-00); and Helen Podis for 107.437 acres at 477 Zediker Station Rd. (600-013-00-00-0008-00).

Ms. Zipko moved to acknowledge receipt of the Agricultural Security Area Applications. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

Secretary/Treasurer's Report

The following items have been received or issued between September 8 and September 21, 2018:

Minutes and Agendas:

- a) Comprehensive Plan Implementation Committee Meeting Minutes – August 23, 2018
- b) Planning Commission Agenda Meeting Agenda – September 27, 2018; and
- c) Zoning Hearing Board Meeting Agenda - October 15, 2018.

Reports and Publications:

- a) “New Day in the Fire House” – Governing, September 2018.

Correspondence:

- a) Letter (w/o attachments) August 27, 2018 from Houston and Associates transmitting the South Strabane Sanitary Authority Audit for 2017;
- b) *Letter (w/ attachments) dated September 6, 2018 from EQT regarding its intent to apply for a permit to drill the proposed Mojo Well in Amwell Township;*
- c) *Letter (w/ attachments) dated September 7, 2018 from Range Resources regarding its intent to apply for a permit to drill the proposed Wagers Unit 5H-7H, 9H Well in Amwell Township;*
- d) *Letter (w/ attachments) dated September 10, 2018 from Range Resources regarding its intent to apply for a permit to drill the proposed Mele Unit 6H-9H Well in Chartiers Township;*
- e) Email dated September 10, 2018 from Laural Ziemba regarding updates to drilling activities at the Munce and Baumel pads; and
- f) Letter dated September 17, 2018 from the Washington Co. Redevelopment authority advising the Township of its CDBG funds allocation for 2018 in the amount of \$71,400.

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 Resolution Sponsoring the South Strabane Sanitary Authority's Washington County Local Share Account (LSAA) Grant Application

Township Manager Stanick reported the Township is in receipt of a memorandum from the South Strabane Township Sanitary Authority (“Sanitary Authority”) dated September 19, 2018

requesting the Township sponsor its Local Share Account (“LSA”) grant that will be used to complete the remaining 800 feet of a planned upgrade to the Manifold Force Main.

Sanitary Authority Chair Ron Carolla advised the Sanitary Authority was awarded a grant to update the Manifold Force Main and the submission to the LSA would provide funding to finish the remaining portion of the project. He noted that authorities require sponsorship from their affected municipality.

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

In response to a question from Ms. Zipko, Chair Carolla stated that the sewer line will be upgraded from the WEWJA facility.

9B Resolution Amending Resolutions #24-18 and #25-18 to Effectuate a Change to the Street Named Shetland Way to Stevens Court in the Bradford Run Planned Residential Development Along Country Club Rd.

Township Manager Stanick reported the Township is in receipt of a request from J. Angelides Enterprises, L.P. (Developer), Property Owner of the Bradford Run Planned Residential Development along Country Club Road (Development) to change the name of the street in the Phase 3 segment from Shetland Way to Stevens Court. Earlier this year the Developer received preliminary and final approval for both the Phase 3 Revised Subdivision and Phase 3 Revised Land Development Plan through Resolutions #24-18 and #25-18, respectively. Because the name of the planned road is identified on the approved Subdivision and Land Development plans and drawings, it is requested the Board consider the attached resolution to effectuate the change to the street name. Should the Board approve the attached resolution, Washington County 9-1-1 will be advised accordingly.

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

9C Request from J. Angelides Enterprises, LP for a Reduction of the Irrevocable Letter of Credit for Revised Phase 2 of the Bradford Run Development Along Country Club Rd.

Township Manager Stanick reported the Township is in receipt of a request from John Quigley of JMQ Development, representing J. Angelides Enterprises, LP, requesting a reduction in the Letter of Credit (No. 1240 dated April 20, 2018) in the amount of \$20,511 for the Revised Bradford Run Phase 2 Development (Development). Pursuant to the Township’s Subdivision and Land Development Ordinance, a developer may request reductions in performance securities, e.g. Letter of Credit, for work that has been inspected and properly completed. The request before the Board is specifically for the construction of 2,548 sq. ft. of sidewalk near the entrance to the

Development. KLH Engineers, Inc. has inspected the improvements for which the reduction is being made and recommends the Board reduce the Letter of Credit as requested.

Mr. Burns moved to reduce the letter of credit in the amount of \$20,511 for the Revised Bradford Run Phase 2 Development. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9D Resolution Granting Preliminary and Final Minor Subdivision Approval for the MF Washington LLC Subdivision Located at 360 Washington Rd. in the C-2 Zoning District

Township Manager Stanick reported the Township is in receipt of a subdivision application dated July 2, 2018 from MF Washington, LLC (Applicant) for the proposed two-lot subdivision of 360 Washington Rd. (Aspen Dental shopping center) in the C-1 Residential Zoning District ("Plan"). The Applicant proposes to modify the Original Lot by creating Lot 1 (.965 acre) and Lot 2 (2.376 acres). The Planning Commission considered the Plan at its meeting on September 6, 2018 and unanimously recommended the Board of Supervisors grant Preliminary and Final Subdivision Approval for the Plan based on the Township Engineer's comments with the following condition:

- waive the plan monumentations required by the Subdivision and Land Development Ordinance (SALDO) as this is a minor subdivision and all points and corners are provided steel pins.

Mr. Burns moved to grant preliminary and final minor subdivision approval for the MF Washington LLC Subdivision. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9E Public Hearing to Consider a Resolution Approving the Transfer of Restaurant Liquor License No. R16549 into South Strabane Township at 195 Murtland Avenue (Fuel and Go Mart)

Chair Weber introduced the item noting a Public Hearing is scheduled for this evening to consider the request for a Restaurant Liquor License Transfer into the Township.

In response to Township Solicitor Makel, Mr. Kevin Hanley, Attorney at Law and legal counsel for the applicant Aasha Gas Station, LLC (d/b/a Fuel and Go) advised of his address in Moon Township. Mr. Hanley stated he represents the Applicant on its request for the Township to approve an inter-municipal transfer of Restaurant Liquor License No. R16549 to the facility located at 195 Murtland Ave.

Solicitor Makel advised that according to the Applicant, the Fuel and Go intends to sell beer, malt beverages and wine, primarily, if not exclusively for off-site consumption. The existing footprint of the building will not change; however, because the PA Liquor Control Board requires seating

(refer to floor plan drawing) for the transfer of a Retail Liquor License, a seating area is planned although the Applicant's operation will only sale alcohol for off-site consumption.

Mr. Hanley advised the Applicant has now confirmed it will be sold for off-site consumption only. The Applicant has to maintain the 30-seat requirement. There will not be any changes to the existing footprint of the existing facility.

There were no comments from the public.

Mr. Hanley then distributed materials to the Board.

Mr. Burns moved and Mr. Moore seconded the motion to enter the following into the record:

Exhibit A – Letter Dated August 16, 2018 from Kevin Hanley;

Exhibit B – Restaurant Liquor License Information;

Exhibit C – Floor Plan Drawing;

Exhibit D – Licensee Information;

Exhibit E – Proof of Publication; and

Exhibit F - Resolution Approving the Transfer of the Liquor License.

The motion passed on a unanimous voice vote.

Chair Weber inquired how onsite consumption will be monitored. Mr. Hanley advised that the Liquor Control Board does conduct investigations to ensure that license holders are in compliance. He stated the Applicant will not permit onsite consumption to take place. Mr. Hanley also stated that the seating is required to comply with the Liquor Control Board's requirement for a Restaurant Liquor License.

In response to a question from Ms. Zipko, Mr. Hanley confirmed the location of the premises at the Sunoco Station along Murtland Ave. Mr. Hanley stated that some restructuring will take place to accommodate the interior improvements to allow the seating.

Mr. Luketich asked if a sign will be posted advising that onsite consumption is not permitted. Mr. Hanley stated this will be enforced by the Applicant as it is not their intention to allow any onsite consumption.

In response to a question from Mr. Moore, Mr. Hanley stated a beer cave will be provided inside the building.

Mr. Burns remarked about the Liquor Control Board's requirement of 30 seats to justify alcohol consumption and then not allow the consumption of alcohol on the premises.

Mr. Moore moved to close the Public Hearing. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

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

9F Motion to Accept the Minimum Municipal Obligation for Plan Year 2019 for the Fire, Police and Non-Uniform Pension Plans

Township Manager Stanick reported that PA Act 205 of 1984 (as amended), governs the funding requirements for all municipal pension plans. The law requires the Chief Administrative Officer of each pension plan to inform the governing board of the municipality of the plan's expected financial obligation for the coming year (also referred to as the Minimum Municipal Obligation or MMO). This must be done by the last business day in September.

The calculation of the 2019 MMO required an estimate of the 2018 W-2 wages of the employees covered by the plan; best estimates are indicated on the worksheets provided to the Board. The Township's MMO for the 2018 pension plan (which will be paid in October) and the MMO for 2019 (which is approved in 2018 for payment in 2019) includes:

Pension Plan	2018 MMO	2019 MMO	% Change from 2018 to 2019
Non-Uniform	\$ 57,864	\$ 65,996	14.05%
Fire	\$ 17,174	\$125,628	632.00%
Police	\$280,366	\$320,173	14.20%
Total	\$355,404	\$511,797	44.00%

Further, he reported that the MMO must be met with General Fund monies or any General State Aid to Municipal Pensions to which the Township may be entitled under Act 205. It is important to know that for the 2018 plan year, pension costs to the Township (to be paid in October) include:

2018 State Aid Received	2018 Township General Fund Expense	2018 Total Cost	2018 Budget
\$318,538.42	\$36,865.58	\$355,404.00	\$355,404.00

The out-of-pocket cost for pensions in 2018 is \$36,865.58. The increase from 2018 to 2019 is due to a new actuarial valuation performed in 2017 and the result of Ordinance #1-16, an ordinance amending the Fire Pension Plan, that was a requirement of the arbitration award with the Fire Fighters, Local 5006 for the 2015-2018 contract term.

Ms. Zipko moved to accept the MMO. Mr. Luketich seconded the motion.

Mr. Burns inquired about the reason for the increase in the fire pension payment. Township Manager Stanick stated the increase is due to Ordinance #1-16 which awarded firefighters two units instead of one unit where one unit is equivalent to approximately \$4,300.

The motion passed on a unanimous voice vote.

9G Resolution Authorizing the Township to Submit a Washington County Local Share Account (LSA) Grant Application

Township Manager Stanick reported the Washington County Local Share Account (“LSA”) has been established to support community and economic development through gaming revenues generated pursuant to the PA Race Horse Development and Gaming Act. LSA funds are distributed annually through grants from the PA Department of Community and Economic Development (“DCED”). The Redevelopment Authority of the County of Washington is the designated agency to apply for and administer the LSA Program on behalf of the Washington County Board of Commissioners. The following are eligible uses for LSA funds:

- **Economic Development Projects:** Projects that promote local economic activity and creation and or retention of jobs;
- **Community Improvement Projects:** Projects that improve or create civic, cultural or recreational activities or facilities;
- **Public Interest Projects:** Projects that improve the quality of life in the affected communities; and
- **Job Training:** Projects that address workforce development.

Further, he reported that as a qualifying entity, the Township is eligible for LSA funds and it is recommended the Board authorize the Township Manager to prepare a grant application to seek funding for the Township’s Community Park Development Phase V Project as this is consistent with the eligible uses under Community Improvement Projects and Public Interest Projects. This Project includes ADA accessible bathroom/kitchen facilities, an ADA accessible intermediate walking trail and sewer connection to the new line along Floral Hill Dr. The deadline for the grant application is October 3, 2018 at 5:00 p.m.

Mr. Burns moved to authorize the submission of a Washington County LSA grant application for the Phase V Project. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9H Motion to Set Trick-or-Treat Hours for October 31, 2018 from 5:30 p.m. to 7:00 p.m.

Ms. Zipko moved to schedule Trick-or-Treat Hours for October 31, 2018 from 5:30 to 7:00 p.m. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Mr. Moore moved to adjourn the meeting. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:41 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager