

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

**May 28, 2019**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The May 28, 2019 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, Vice Chairman; Bracken Burns; Thomas Moore; and Laynee Zipko.
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Not Present	Rich Luketich, Chairman
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Also Present	Township Manager Brandon Stanick; Township Solicitor Dennis Makel; Fire Chief Scott Reese; Chief of Police Drew Hilk; and Assistant to the Township Manager Patrick Connors
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A list of 6 visitors is on file at the Municipal Building.

**2. PLEDGE OF ALLEGIANCE**

Vice-Chair Weber led the Pledge of Allegiance.

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

**3. PUBLIC COMMENT**

Vice-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 – APRIL 23, 2019**

Ms. Zipko moved to approve the April 23, 2019 Board of Supervisors Regular Meeting Minutes as presented. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

**5. FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll: \$ 103,705.27 (pay date of April 26, 2019)
- Payroll: \$ 106,563.56 (pay date of May 10, 2019)
- General Fund: \$ 135,322.44
- Liquid Fuels: \$ 4,500.10
- **Total Expenditure: \$ 350,091.37**

- Overtime costs for the period include:

- Police: \$4,310.73
- Fire: \$1,720.24
- Public Works: \$ 0.00
- **Total OT: \$6,030.97** (pay date of April 26, 2019)

- Police: \$5,153.10
- Fire: \$ 770.90
- Public Works: \$ 190.75
- **Total OT: \$6,114.75** (pay date of May 10, 2019)

The following expenses were included for this period:

- Municipal Employees Insurance Trust \$61,683.25

Township Manager Stanick noted that an invoice was received by the Washington County Planning Commission for a tire recycling event that was held on May 18<sup>th</sup>. Township Manager Stanick highlighted that the invoice was not included in the bills payable for the month of May. Township Manager Stanick concluded by stating the invoice was in the amount of \$335.00 and would need paid immediately.

Mr. Moore moved to approve payroll for the Periods April 7 through April 20, 2019 and April 21 through May 4, 2019 and the bills for the period April 18 through May 22, 2019. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

## 6. **ANNOUNCEMENTS**

There were no announcements.

## 7. **TOWNSHIP REPORTS**

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

Township Manager Stanick reported during the week of May 20<sup>th</sup>, new Police Officers Tony Gismondi and Andrew Grace, as well as new Firefighter Eric Yarina, started their service with the Township.

Township Manager Stanick next discussed the Chartiers Creek Flood Damage Reduction Project, highlighting that on May 15, 2019, a joint meeting of the Washington Co. Planning Commission and

local municipal officials was held to provide an update concerning the Chartiers Creek Flood Damage Reduction Project (“Project”). Township Manager Stanick stated the purpose of the Project is to formulate a plan to reduce flood damage along the Chartiers Creek Watershed from South Franklin Township to Peters Township. Township Manager Stanick highlighted the Army Corps of Engineers reviewed its plans which will include the completion of hydraulic models for the County for distribution to municipalities, as well as a report that will provide recommendations for flood reduction strategies and associated costs. Township Manager Stanick reported that it is currently anticipated the Project will conclude in September 2020. Township Manager Stanick stated as the Army Corps. is only conducting a study and preparing recommendations to improve the watershed, the costs for design and construction would be the responsibility of the municipalities should they choose to move forward with improvements in the future.

Township Manager Stanick next reported on the Victory Centre Neighborhood Improvement District Meeting, stating the report entitled the Victory Centre Neighborhood Improvement District Tanger Improvement Area A: Installment Report and Amendment of the Assessment Roll for Imposition and Collection of Assessments in 2019 was prepared by the Special Assessment Consultant (MuniCap, Inc.) and was approved by the NID Board at its meeting on May 20, 2019.

Township Manager Stanick next reported the Township received proposed plans from Gateway Engineers for the Land Development and Subdivision of Bradford Run Phase 4 Revised (all single-family detached). Township Manager Stanick reported this is currently scheduled for the June 6<sup>th</sup> Planning Commission meeting. Next, he reported that beginning the first week of June, Coverall will begin providing cleaning services for all municipal facilities.

Township Manager Stanick concluded his report by stating that All Lines Technology, the Township’s new IT consultant, continues to work closely with all Departments in the roll out of new IT infrastructure on an organization-wide basis. Township Manager Stanick reported he anticipates completion in 4 to 6 weeks.

#### **Solicitor’s Report**

No report was submitted.

#### **Secretary/Treasurer’s Report**

The following items have been received or issued between April 19, 2019 and May 17, 2019:

#### **Minutes and Agendas:**

- a) Planning Commission Meeting Agenda – May 2, 2019; and
- b) Victory Centre Neighborhood Improvement District Board Meeting Agenda – May 20, 2019.

#### **Reports and Publications:**

- a) Finance Report – April 2019;
- b) Fire Department Report – April 2019;
- c) Volunteer Fire Department Transactions – April 4 – May 1;
- d) Public Safety Department Report – April 2019;
- e) Tax Collector’s Report & Interim Collection Only – April 2019;
- f) Animal Control Officer’s Report – April 2019;

- g) Police Department Report – February & March 2019;
- h) MS4 Report – April 2019;
- i) OR Press Release for Volunteers for the Green Team – May 1, 2019;
- j) PSATS Township Legal Defense Partnership – Spring 2019;
- k) PSATS News Bulletin – April-May 2019;
- l) City Missions Press Release Honoring Volunteers of the Year and Impact Award Winners – April 30, 2019;
- m) PSATS 2018 Annual Report;
- n) Clear Concepts, produced by KLH, Engineers – Spring 2019; and
- o) Progress Report – PennDOT District 12 – Volume 2, Issue 5.

**Correspondence:**

- a) Card from the Streator Family;
- b) Letter (w/o Attachment) Dated April 23, 2019 from WEWJA transmitting the Financial Statement for the 1<sup>st</sup> Quarter of 2019;
- c) *Letters (w/ attachments) dated April 24, April 25, May 7, and May 16, 2019 from EQT regarding its permit applications to drill the proposed X-Men and Hulk Wells in Amwell Township, proposed Habanero in North Strabane and proposed Iron Man Wells in North Bethlehem Township;*
- d) *Letters (w/ attachments) dated May 1, May 8 and May 15, 2019 from Rice Energy regarding its permit applications to drill the proposed Trinidad Scorpion and Three Musketeers Wells in North Bethlehem Township and Shotski Well in Somerset Township;*
- e) *Letter (w/ attachments) dated May 22, 2019 from Range Resources regarding its permit applications to drill the proposed Kingston Et Al 11485 6H (NC-CON), 7H (ADDED) Wells in Amwell Township;*
- f) E-mail dated April 30, 2019 from Cyndi Kotowski of the Redevelopment Authority of the County of Washington regarding the Victory Centre NID Administrative Board Meeting;
- g) Letter (w/o attachments) dated May 10, 2019 from Washington County Conservation District regarding a notice of termination approval letter for Community Park Ph. 4;
- h) Letter dated May 22, 2019 from KLH Engineers, Inc. regarding construction activities on Independence Blvd. Storm Sewer Relocation;
- i) Email (w/o attachment) dated May 22, 2019 from Brandon Stanick regarding DCED Fire Services Study; and
- j) Letter dated May 22, 2019 from Richard Vitale regarding high grass at 49 Green Crescent Drive.

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

**8. UNFINISHED BUSINESS**

No unfinished business was discussed.

**9. NEW BUSINESS**

**9A: Motion Approving a Request from J. Angelides Enterprises, LP for a Reduction in 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 \$34,743.80 for the Revised Bradford Run Phase 2 Development (Development). Township Manager Stanick stated 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. Township Manager Stanick highlighted the request before the Board is specifically for the construction of 4,316 sq. ft. of sidewalk along Morgan Drive. Township Manager Stanick concluded by stating 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 approve a request from J. Angelides Enterprises, LP for a reduction in the irrevocable Letter of Credit in the amount of \$34,743.80 for Revised Phase 2 of the Bradford Run Development along Country Club Road. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9B: Resolution Granting Preliminary and Final Minor Subdivision Approval for Strabane Manor Lot 308 Revised Along Flint Dr.**

Township Manager Stanick reported the Township is in receipt of an application for Preliminary and Final Minor Subdivision Approval dated April 15, 2019 from Dan Ryan Builders Mid Atlantic, LLC (Applicant) for Lot 308 Revised in the Strabane Manor Development along Flint Drive (Part of Phase III). Township Manager Stanick stated the purpose of the revised subdivision is to subdivide Lot 308 into six individual parcels at the center of the existing townhome party walls. According to the Township Engineer, the application was determined to be complete and in compliance with the Township's subdivision and zoning requirements. Township Manager Stanick highlighted at its meeting on May 2, 2019 the Planning Commission recommended the Board approve the Preliminary and Final Minor Subdivision. Additionally, Township Manager Stanick stated the Planning Commission called attention to the Developer's deficiencies with respect to the construction of a sidewalk and a walking trail pursuant to the original plans for the development.

Mr. Dan Ebersole, representing the Applicant, highlighted that Dan Ryan Builders serves only as the builder and is not the Developer. Mr. Ebersole emphasized that any agreement made with the Township concerning recreational facilities was not under Dan Ryan's supervision. Mr. Burns inquired if the Developer's lack of compliance with the approved plans is being addressed. Township Manager Stanick reported the outstanding issues were discussed with the Developer in the past and should be revisited.

Mr. Burns moved to grant Preliminary and Final Minor Subdivision Approval for Strabane Manor Lot 308 Revised along Flint Drive with the understanding that staff recommences discussions with

the Developer regarding the amenities not constructed within Strabane Manor. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

**9C: Motion Approving a Holding Tank Agreement for the Property Located at 45 Kettle Drive**

Township Manager Stanick reported on March 22, 2019 the Washington Co. Sewage Council issued a failed Dye Test notice for the property located at 45 Kettle Drive because the existing absorption field for the on-lot septic system no longer functions properly. Additionally, Township Manager Stanick stated the size of the property is not sufficient for the installation of a new absorption field and now requires the installation of a holding tank as no other options for an on-lot sewage system are available.

After polling the Board earlier this month, Township Manager Stanick stated a holding tank agreement prepared by the Solicitor was executed on May 6, 2019 before its formal consideration allowing the sale of the property to Mr. Moore of Silver Knight Investments.

Vice-Chair Weber asked if Mr. Moore was in attendance. Township Manager Stanick stated that Mr. Moore was invited to attend but noted that nobody representing the property owner of 45 Kettle Drive was in attendance.

Mr. Burns moved to approve the holding tank agreement for the property located at 45 Kettle Drive. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9D: Public Hearing to Consider a Resolution Approving the Transfer of Restaurant Liquor License No. R10124 into South Strabane Township at 1 Burkett Lane**

Township Manager Stanick reported the Township is in receipt of a letter dated April 18, 2019 from Gregory Szallar of Flaherty & O'Hara, legal representative for BFS Foods, Inc., d/b/a Sunoco (Applicant), requesting the Township approve an inter-municipal transfer of Restaurant Liquor License No. R10124 to the facility located at 1 Burkett Lane (Sunoco Station at Racetrack/Rt. 19). Township Manager Stanick highlighted the requested transfer is from Merante Brothers Market, LLC located at 604 W. McMurray Rd., Canonsburg in North Strabane Township.

Township Manager Stanick reported the Applicant, intends to sell beer for on and off-site consumption, as well as wine for off-site consumption only at the Sunoco convenience store. Township Manager Stanick highlighted that beer sales for off-site consumption is limited to 192 ounces (two 6-packs) in a single sale and 3,000 ml (four 750 ml bottles) of wine for off-site consumption. Additionally, Township Manager Stanick reported the Applicant will use a 100% carding policy regardless of age and employees will utilize an ID card reader to scan all customer IDs. Township Manager Stanick stated the licensed manager and employees will receive Responsible Alcohol Management Program (RAMP) seller/server training as required by the Commonwealth. Township Manager Stanick reported the existing footprint of the building will not change; however, because the PA Liquor Control Board requires seating (outlined in Exhibit A) for the transfer of a Retail Liquor License, a seating area is planned.

Township Manager Stanick concluded by highlighting the Township published a public hearing notice in the Observer Report advertising the public hearing for two successive weeks (April 29 and May 6, 2019) at least seven days in advance of the hearing date as required.

Mr. Greg Szallar representing BFS Foods Inc. came before the Board and affirmed he is legal representative for the Applicant. Mr. Szallar stated that if the Township would approve a Resolution approving the transfer of Restaurant Liquor License No. R10124 into South Strabane Township, BFS Foods would use the license to sell alcoholic beverages (as outlined above) at the existing restaurant. Mr. Szallar briefly discussed the changes in the Pennsylvania Liquor Code implemented by the Pennsylvania Legislature permitting the sale of alcoholic beverages in convenience stores. Mr. Szallar highlighted that this practice promotes competition in the marketplace and enhances the convenience of Pennsylvania residents. Mr. Szallar continued by highlighting the history of BFS Foods and reported that they have operated within South Strabane Township since 2013.

Mr. Szallar stated that the location in question is also home to a Little Cesar's Pizza shop, Tim Horton's coffee and bake shop, and Dairy Queen. Mr. Szallar stated that the seating area/restaurant component of the liquor expansion would be separate from Dairy Queen. Mr. Szallar stated that the seating capacity for the expansion would be thirty, meeting the minimum standards of the Liquor Code requirements. Mr. Szallar presented Exhibit A to the Board illustrating the seating area and separation of Point of Sale (POS) systems. Mr. Szallar continued by discussing the permissible hourly time window for alcoholic beverages, noting the differences between beer and wine sales. Mr. Szallar concluded by reporting that a dedicated store manager will be responsible for the implementation of the liquor sales program and only employees 21 years and older will be permitted to sell alcoholic beverages.

At the request of Township Solicitor Makel, Mr. Burns moved to place the following into the Public Record: Exhibit A – Proposed Floor Plans 1<sup>st</sup> & 2<sup>nd</sup> Floor; Exhibit B, Mr. Szallar's written comments; Exhibit C - Letter dated April 18, 2019 requesting the Board consider the Resolution requesting the liquor license transfer; Exhibit D - Public Notices advertising the Public Hearing; and Exhibit E – Proposed Resolution. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

Township Solicitor Makel inquired if there were questions for Mr. Szallar. Vice-Chair Weber requested further clarification of the designated seating area for on premise consumption of alcoholic beverages. With the assistance of Exhibit A, Mr. Szallar illustrated the seating area within the property. Mr. Szallar stated that BFS Foods operates as a franchise owner for both the Tim Horton's and Little Cesar's shops, highlighting that these establishments would share a common seating area with the store's liquor expansion. Ms. Zipko inquired regarding the separate Dairy Queen seating area. Mr. Szallar stated that the Dairy Queen seating area is part of the unlicensed premises and would not participate in alcoholic beverage sales or consumption.

Township Solicitor Makel highlighted that as the Applicant's legal counsel, Mr. Szallar was not sworn in for the public testimony. Township Solicitor Makel asked that Mr. Howard Goodstein, Vice President of BFS Foods be sworn in. After a brief swearing in procedure, Township Solicitor Makel asked a series of questions to Mr. Goodstein. Mr. Goodstein stated that everything presented on behalf of the Applicant by Mr. Szallar was an accurate representation of the formal request. Mr. Goodstein also highlighted that there will be no permitted outside consumption of alcohol and the seating area is restricted to within the establishment. Mr. Goodstein concluded by highlighting the required training that would be implemented for all current and future employees of BFS Foods, Inc.

With there being no further public comment, Mr. Burns moved to close the Public Hearing. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

After some discussion, Mr. Burns moved to adopt a Resolution Approving the Transfer of Restaurant Liquor License No. R10124 into South Strabane Township at 1 Burkett Lane. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9E: Motion Approving a Cooperation Agreement Between the Township and the Redevelopment Authority of the County of Washington for Redevelopment Assistance Capital Program (RACP) Funding**

Township Manager Stanick reported the Township has received consideration a cooperation agreement ("Agreement") from the Redevelopment Authority of the County of Washington ("Redevelopment Authority") to cooperate in the undertaking of the development of the Chapman Southport Business Park Project ("Project"). Township Manager Stanick highlighted that in December 2017, the Commonwealth authorized the release of \$1 million (initial request was for \$2.5 million) in RACP funding for the Project. According to the RACP 2017 Round 1 results (see attached), the Project includes plans for: i) the development of 158 acres for a mixed-use business park located at Racetrack Rd. and Tanger Blvd.; and ii) a development plan that that calls for 675,000 sq. ft. of office, light manufacturing, retail and hospitality space.

Township Manager Stanick stated the Redevelopment Authority and the State Budget Office will oversee the distribution and reimbursement of the funds in accordance with the Project information contained in the application.

Mr. Kerry Fox, representing the Redevelopment Authority of Washington County, came before the Board to review the Agreement. Mr. Fox highlighted Chapman Properties will need to spend \$2 to receive \$1 of funding from the Redevelopment Authority. Mr. Fox discussed similar projects that have received RACP funding including California University of Pennsylvania's Convocation Center, the Washington Wild Things stadium renovation, and the City of Charleroi's Pyrex celebration. Mr. Fox reported that the Township would be responsible for any ineligible funds because the Township serves as the municipal taxing authority in which the Development resides. Mr. Fox concluded by discussing the detail in the auditing procedure, highlighting that the

Redevelopment Authority could relay detailed reports including weekly payroll reports to the Township. Township Manager Stanick stated the Township would accept such reports.

Vice-Chair Weber read aloud the proposed cooperation agreement.

After some discussion, Mr. Burns moved to approve the cooperation agreement between the Township and the Redevelopment Authority of the County of Washington for Redevelopment Assistance Capital Program (RACP) funding subject to Chapman Properties and the Township's sole satisfaction, reaching an agreement to indemnify the Township from paying any ineligible costs. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

**9F: Resolution Expressing Support for Retaining the Current Local Share Account Program**

Township Manager Stanick reported that State Representative Bud Cook of the 49<sup>th</sup> District is proposing legislation eliminating the Local Share Account ("LSA") grant funding program through the Department of Community and Economic Development ("DCED") and providing those funds instead to school districts. Township Manager Stanick stated at its meeting on April 26<sup>th</sup>, the Washington County Association of Township Officials voted to prepare and transmit the attached resolution opposing any changes to the current LSA distribution to all municipalities in Washington County.

Township Manager Stanick highlighted the Township benefits from the LSA Program by: i) receiving funds from the State on a quarterly basis as Washington County is host to the Meadows Racetrack and Casino. This formula is based on \$25,000 + \$10 per resident resulting in approximately \$119,540 / year as revenue to the Township; and ii) receiving funds from Washington County that are part of the LSA funding program for eligible projects used exclusively for economic development and infrastructure projects, job training and community improvement projects among others that are in the public interest.

Township Manager Stanick stated at this time, it appears that Rep. Cook is proposing to change the latter distribution method and assign those funds directly to school districts for the purpose of reducing the school district property taxes. Township Manager Stanick reported that according to the Association, it feels strongly that the current system works and has caused over \$32 million to be invested in economic development initiatives and water and sewer expansions to serve as development catalysts on a County-wide basis. This has strengthened and grown the tax bases of the municipalities in the County and positioned these communities for long-term economic growth, as opposed to only covering annual operating expenses.

Township Manager Stanick stated that should the Board pass the Resolution, copies will be sent to State Representative O'Neal and Senator Bartolotta encouraging them to not support this proposed legislation.

Mr. Burns highlighted that the figure of \$32 million is likely underreporting the Municipal economic impact that LSA funding has provided. Ms. Zipko voiced her opinion that while

lowering property tax rates is an admirable goal, Representative Cook's proposal simply shifts funding from one source to another, not solving the intended goal.

Mr. Burns moved to approve the Resolution expressing support for retaining the current Local Share Account Program. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9G: Motion Authorizing KLH Engineers to Update the Township Zoning Map and Approving a License Agreement with ESRI for an ArcGIS Map Program**

Township Manager Stanick presented for the Board's consideration a request to update the Township's existing Zoning Map using the services of KLH Engineers. Township Manager Stanick reported the existing zoning map was last revised on February 8, 2011 and is out of date given the development of the Township overtime (new subdivisions, new roads, etc.). Additionally, Township Manager Stanick highlighted the map is not user-friendly, unclear and not easily updated. Township Manager Stanick stated a new map would be developed using ArcGIS Online, a web-based platform used for collecting, editing, storing and analyzing data for municipal operations. Township Manager Stanick also stated the zoning map would allow users to search property using a parcel identification number or address and accessible and accurate information for residents, businesses, developers and Staff. Township Manager Stanick concluded by reporting KLH is able to perform this service at a cost not to exceed \$5,000. In addition, an annual user license agreement with Environmental Systems Research Institute, Inc. (ESRI), in the amount of \$489.00 is also presented for the Board's consideration and would be executed each year.

Mr. Burns moved to authorize KLH Engineers to update the Township Zoning Map at a cost not to exceed \$5,000 and approve a license agreement with ESRI for an ARCGIS Map Program. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9H: Motion Approving Volunteer Firefighter Eligibility List for Act 172 Tax Credits**

Township Manager Stanick reported that in 2018, the Board approved Ordinance 3-18, An Ordinance Establishing a Volunteer Service Credit Program, for eligible volunteer firefighters and emergency medical responders to encourage volunteerism and participation in the South Strabane Volunteer Fire Department. Township Manager Stanick presented for the Board's formal consideration the 2018 Tax Credit Eligibility List. Township Manager Stanick stated members who have met all requirements of the program are eligible for the EIT credit (up to \$500) and the Real Estate Tax credit (up to 20% of the Twp.'s portion of the tax).

Township Manager Stanick highlighted with this being the first year working through this process, and having a goal of 100% participation, it is likely an amendment will be presented later this year to streamline reporting dates.

Ms. Zipko moved to approve the 2018 Volunteer Firefighter Eligibility List for Act 172 Tax Credits. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

**9I: Motion Approving a Collective Bargaining Agreement Between the South Strabane Police Department Wage and Policy Unit and South Strabane Township Beginning January 1, 2019 and Ending December 31, 2022**

Mr. Burns moved to table this item. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**9J: Motion to appoint members of the “Green Team”**

Township Manager Stanick disseminated a list of 8 individuals who expressed interest in volunteering their time to serve on the pilot “Green Team”. The following residents’ names were read aloud by Vice-Chair Weber: Ms. Janie Deemer, Ms. Emily Minor, Mr. Gaylord Plants, Mr. William Ursic, Ms. Robin Richards, Ms. Kathy Pienkowski, Ms. Mary Helicke, and Mr. Mark McCurdy.

Mr. Burns moved to appoint the aforementioned list of eight residents to the “Green Team”. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**10. ADJOURNMENT**

Mr. Burns moved to adjourn the meeting. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:56 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager