

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

June 25, 2019

APPROVED MEETING MINUTES

1. CALL TO ORDER

The June 25, 2019 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:02 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors Richard Luketich, Chairman; Bob Weber, Vice Chairman; Bracken Burns; Thomas Moore; and Laynee Zipko.

Also Present Township Manager Brandon Stanick; Township Solicitor Dennis Makel; Fire Chief Scott Reese; and Assistant to the Township Manager Patrick Conners

A list of 8 visitors is on file at the Municipal Building.

2. PLEDGE OF ALLEGIANCE

Chair Luketich led the Pledge of Allegiance.

Chair Luketich 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

Chair Luketich 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.

Mr. Eric Betzner of Clare Drive came before the Board to inquire about the continued dialogue between the Township and the City of Washington concerning the emergency access drive on Clare Drive. Mr. Betzner highlighted the increase in vehicular activity on the road, specifically mentioning Lane Construction. Mr. Betzner inquired whether the roads were under bond. Township Manager Stanick stated that Lane Construction had submitted a bond for Clare Drive and highlighted that discussions between the Township and the City of Washington are ongoing.

Ms. Margie Ross of Clare Drive also came before the Board to highlight her concern regarding the emergency access agreement on Clare Drive. Ms. Ross stated that she attended a City of

Washington Meeting in September of 2018, highlighting that the topic was discussed behind closed doors and has not been listed on a Township Meeting Agenda since January 7, 2019. Ms. Ross encouraged members of the Board to visit her road to witness the high volume of traffic. Township Solicitor Makel stated that the City of Washington cannot legally connect to Clare Drive which is a Township road. Mr. Betzner discussed litigation from approximately 20 years ago and highlighted that this matter was settled in the Courts. Mr. Burns stated that he was under the impression that the point of contention between the Township and the City of Washington emanated from their interpretation of a section of the proposed agreement concerning access along Clare Drive and the use of park property.

Ms. Charlene Scuvotti of Pine Valley Road came before the Board and expressed her concern regarding the placement of a fence along her property which is riddled with poison ivy, sumac, and other general overgrowth. Ms. Scuvotti pointed to past comments discussed by Township officials regarding cyclone fences, specifically regarding their maintenance and upkeep. Ms. Scuvotti continued expressing the need for the Township to protect lives and property. Mr. Burns asked for Ms. Scuvotti's address.

4. CONSIDERATION OF MEETING MINUTES – MAY 28, 2019

Mr. Burns moved to approve the May 28, 2019 Board of Supervisors Regular 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: \$ 99,871.51 (pay date of May 24, 2019)
- Payroll: \$ 114,130.13 (pay date of June 7, 2019)
- General Fund: \$ 213,045.58
- Liquid Fuels: \$ 4,813.08
- **Total Expenditure:** \$ **431,860.30**

- Overtime costs for the period include:

- Police: \$ 754.25
- Fire: \$ 1,693.78
- Public Works: \$ 190.75
- **Total OT:** \$ **2,638.78** (pay date of May 24, 2019)

- Police: \$ 8,819.58
- Fire: \$ 1,813.44
- Public Works: \$ 190.75
- **Total OT:** \$ **10,956.82** (pay date of June 7, 2019)

The following expenses were included for this period:

• Municipal Employees Insurance Trust	\$53,465.50
• MRM Workers Comp 4 th Installment	\$43,284.36
• 2 nd Quarter Contribution to South Strabane VFD	\$27,500.00

Ms. Zipko moved to approve payroll for the Periods May 5 through May 18, 2019 and May 19 through June 1, 2019 and the bills for the period May 23 through June 23, 2019. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

6. **ANNOUNCEMENTS**

Township Manager Stanick stated that Stimmel's Greenhouse had donated a variety of flowers to the Township that have since been planted at the Municipal Building's front entrance and at the Police Station. Township Manager Stanick highlighted that the owners sought no formal recognition for their contribution. The Board requested Staff to write correspondence thanking them for the kind gesture.

Township Manager Stanick highlighted that Range Resources would be conducting their annual "Safety Week" from June 24th – 28th. Township Manager Stanick reported that Municipal Staff including Police Chief Hilk, Fire Chief Reese, and Assistant to the Township Manager Conners attended a safety training that was held at the Munce Well Pad earlier today.

7. **TOWNSHIP REPORTS**

Municipal Separate Storm Sewer System (MS4) Report

Township Manager Stanick introduced the May 2019 MS4 report. Township Manager Stanick stated that the purpose of this report is to highlight projects and activities related to stormwater management and mitigation throughout the Township. Township Manager Stanick stated that per the Township's MS4 permit, the public is open to comment and inquire regarding the topic of stormwater management during public meetings. Township Manager Stanick highlighted that each person addressing the Board on the topic of stormwater is asked to limit their comments to a maximum of three (3) minutes.

Ms. Charlene Scuvotti of Pine Valley Road came before the Board to discuss her concerns with the Meadows Landing development, specifically the stormwater management facilities that were installed. Ms. Scuvotti requested the Township provide her with a flow chart depicting the approval and inspection process for stormwater management facilities. Ms. Scuvotti expressed her frustrations with the Washington County Conservation District and the Township regarding the inspection of current stormwater facilities on the Meadows Landing property. Township Solicitor Makel stated that the Township could investigate producing a flow chart for Ms. Scuvotti at a later time.

Township Manager Stanick outlined the basics of the Township's stormwater management plan, specifically discussing the Pollution Reduction Plan (PRP). Ms. Scuvotti continued to outline her concerns and frustrations concerning the post construction inspection for stormwater facilities and the Township's role during this process. In response from a request from Mr. Burns, Township Engineer Sherrieb outlined the history of the inspections for stormwater facilities at Meadows Landing, noting that KLH was not employed by the Township during that time. Township Engineer Sherrieb highlighted there were multiple layers of review during the stormwater facility installation conducted by the Developer's project manager (Gateway Engineers) as well as the Developer's geotechnical

engineering firm (Ecotune Environmental). Township Engineer Sherrieb stated that the Township would not inherent responsibility for facility inspections from the County Conservation District until the Chapter 102 stormwater permit is terminated by the Pennsylvania Department of Environmental Protection. Township Engineer Sherrieb noted that the Developer has filed for the termination of the Chapter 102 permit, but to this point the request has not been granted. Mr. Burns asked Township Engineer Sherrieb if he was satisfied with the level of analysis and review concerning the installation of the Developer's stormwater facilities. Township Engineer Sherrieb responded in the affirmative. Ms. Scuvotti concluded by requesting the Township alter its Stormwater Ordinance in order to more accurately reflect the stormwater facility inspection process mandated by the Conservation District and the PA DEP.

Township Manager's Report

Park, Recreation and Open Space

Township Manager Stanick reported that on April 23, 2019, the Board of Supervisors accepted a report from the Planning Commission regarding proposed amendments to the Township's park, recreation and open space requirements for planned residential developments and authorized the text amendment process. Township Manager Stanick stated at its meeting on June 6th, the Planning Commission reached a consensus on its recommendation and the text amendment process was initiated by publishing a legal notice in the Observer-Reporter on June 20th. Township Manager Stanick highlighted that it is anticipated the process will include formal consideration by the Planning Commission on July 11th (rescheduled due to the July 4th Holiday), and a public hearing by the Board on July 23rd.

Blight Roundtable Discussion

Township Manager Stanick reported that he, as well as Code Enforcement Officers Barnes and Heckman, attended a roundtable discussion on May 30, 2019 concerning community blight hosted by PA Representative O'Neal. Participants included: State Senator Bartolotta; County Commissioners Maggi, Irey-Vaughn and Shober; William McGowan of the Redevelopment Authority; Dennis Davin, Secretary of the DCED; and Rob McIntyre and Mayor Putnam of the City of Washington.

Municipal Officials Meeting

Township Manager Stanick reported on June 17, 2019, by invitation of East Washington Borough Mayor Gomber, he attended a meeting with representatives from East Washington Borough, North Franklin Township and South Franklin Township and discussed possibilities for partnering to increase efficiencies and create economies of scale. Some topics of interest included: code enforcement, joint purchasing of large equipment, promoting activities for seniors and youth, as well as joint bidding for sanitation collection.

Property Maintenance Code

Township Manager Stanick reported on the progress Staff has made with a draft ordinance adopting the 2015 International Property Maintenance Code. He stated this will provide the Township with more tools to enforce unmaintained property. He stated a notice will be publicized in an upcoming edition of the Observer-Reporter in preparation for a Public Hearing in July.

Solicitor's Report

There was nothing to report.

Secretary/Treasurer's Report

The following items have been received or issued between May 18, 2019 and June 21, 2019:

Minutes and Agendas:

- a) Planning Commission Meeting Minutes – May 2, 2019;
- b) Sanitary Authority Meeting Agenda – June 19, 2019; and
- c) Zoning Hearing Board Agenda - July 15, 2019.

Reports and Publications:

- a) Finance Report –May 2019;
- b) Fire Department Report – May 2019;
- c) Volunteer Fire Department Transactions – May 2 – June 5;
- d) Public Safety Department Report – May 2019;
- e) Tax Collector's Report & Interim Collection Only – May 2019;
- f) Animal Control Officer's Report – May 2019;
- g) MS4 Report – May 2019;
- h) Progress Report – PennDOT District 12 – Volume 2, Issue 6;
- i) OR Public Notice for the rescheduling of the Planning Commission Meeting and Legal Notice for Proposed Park, Rec. Open Space Text Amendment – June 20, 2019;
- j) *Township Today* Newsletter – 2nd Quarter of 2019; and
- k) Memorandum dated May 23, 2019 from PSATS transmitting the Annual Fulfilled Resolutions and Adopted Resolutions Report.

Correspondence:

- a) Letter (w/o attachment) Dated June 3, 2019 regarding the Retention of the Local Share Account Program to Senator Bartolotta and Representative Timothy O'Neal;
- b) Letter Dated June 3, 2019 to the Redevelopment Authority regarding the status of the RACP Agreement;
- c) Letter (w/o attachments) Dated June 5, 2019 from Cynthia Kotowski of the Redevelopment Authority regarding the Victory Centre Neighborhood Improvement District;
- d) Letter Dated June 5, 2019 from KLH Engineers regarding the South Strabane Township Sanitary Authority 2019 Manifold Road Force Main Upgrade Act 14 Notification;
- e) Memorandum dated June 7, 2019 from Brandon Stanick to the Zoning Hearing Board regarding Variances and Hardships;
- f) *Letter (w/ attachments) dated June 12, 2019 from Range Resources regarding its permit applications to drill the proposed Kingston Et Al 11485 1H - 5H (Bottomhole Moved) Well in Amwell Township;*
- g) Email dated June 14, 2019 from Kabir Kumar, Senior Director of Community Giving for Walmart regarding a \$2,000 grant awarded to the Police Department.
- h) *Letter (w/ attachments) dated June 18, 2019 from Range Resources regarding its permit applications to drill the proposed Day L&L Unit 8H-11H Well in Amwell Township;*
- i) Letter Dated June 17, 2019 from Freedom Transit regarding Local Match Funding for Public Transportation.

- j) May 15, 2019 Sanitary Authority Meeting Minutes; and
- k) Letter from Friends of Washington Parks and Recreation Seeking a Donation for the Independence Day Celebration at Washington Park on July 3rd.

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

8. UNFINISHED BUSINESS

8A: Motion Appointing Members of Green Team

Township Manager Stanick stated the Board is being asked to consider the appointment of one additional member to the Green Team. Mr. Michael Sherrieb expressed interest in joining the group, but due to a clerical error was omitted from the initial list of Green Team members appointed at the May 28th BOS meeting.

Mr. Burns moved to appoint Mr. Michael Sherrieb to the Green Team. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns summarized the first meeting of the Green Team which occurred on June 20, 2019. Mr. Burns highlighted recycling enforcement for both businesses and residents, glass collection, and litter pickup as areas of concern identified by the Green Team. Mr. Burns stated the Green Team also discussed recognizing individual businesses and property owners for exemplary landscaping and conservation efforts. Mr. Burns concluded by stating he would continually update the Board on the findings and recommendations of the Green Team moving forward.

9. NEW BUSINESS

9A: Motion Authorizing the Administration to Work with PFM Financial Advisors LLC, as Financial Advisor, Dinsmore & Shohl LLP as Bond Counsel and the Township Solicitor in Conjunction with a Bank Qualified Financing Via Competitive Sale to Refund All or a Portion of the 2012 Bonds with a Minimum Savings

Township Manager Stanick reported that Ms. Jamie Doyle, Managing Director for PFM Financial Advisors, LLC, the Township's financial advisor for its 2012 bond issue (for Police Station and PW facility), is in attendance and would be discussing options available to refinance the Township's debt service. Township Manager Stanick highlighted that following the presentation and discussion, should the Board wish to move forward with a refinancing action, the Board will be asked to approve a motion authorizing the Administration to work with PFM Financial Advisors LLC as Financial Advisor, Dinsmore & Shohl, LLP as Bond Counsel and the Township Solicitor in conjunction with a bank qualified financing via competitive sale to refund all or a portion of the 2012 bonds with a minimum net savings (refer to page 7 of the attachment). Township Manager Stanick concluded by stating part of Ms. Doyle's presentation will assist the Board in determining the minimum amount of net savings to move forward in the process to refinance the 2012 Bonds.

Ms. Jamie Doyle of PFM Financial Advisors came before the Board to discuss an opportunity to renegotiate the 2012 General Obligation Bonds. Ms. Doyle highlighted that current interest rates

are lower than when the original bonds were issued in 2012 and noted further rate reductions are anticipated by the Federal Reserve over the remainder of the 2019 fiscal year. Ms. Doyle also highlighted the Township's exceptional AA- credit rating, stating such a rating would be attractive to investors seeking stability in an increasingly turbulent marketplace. Ms. Doyle reported that by putting the bonds out to the marketplace, the Township could expect to receive rates varying between 2.0 – 3.5% resulting in an estimated savings of approximately \$50,000 with up to \$43,425 in savings the first year. Ms. Doyle stated the debt service payment timeline would remain the same.

Ms. Doyle stated that if the Board were to set the parameters for refinancing the 2012 Bonds, PFM Financial could begin the competitive bidding process in order to secure the best rate. Ms. Doyle recommended setting a minimum amount of between \$25,000 - \$40,000, which would trigger the refinancing of the 2012 Bonds. Ms. Doyle outlined the timeline for ultimate approval highlighting that if the minimum net savings set by the Township are met, the Board could approve the Parameters Resolution as soon as the July meeting. Township Manager Stanick recommended the Board approve a motion establishing a minimum target amount in order to begin the competitive bidding process.

Following further discussion, Mr. Burns moved to approve a resolution authorizing the Administrator to work with PFM Financial Advisors LLC as a Financial Advisor, Dinsmore & Shohl, LLP as Bond Counsel and the Local Solicitor in conjunction with a bank qualified financing via competitive sale to refund all or a portion of the 2012 bonds with a minimum net savings of \$35,000. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9B: Resolution Approving Preliminary and Final Major Subdivision & Preliminary and Final Land Development Approval for Revised Phase 4 of the Bradford Run Planned Residential Development

Township Manager Stanick reported that the Township is in receipt of an application for Preliminary and Final Major Subdivision and Preliminary and Final Land Development Approval dated May 23, 2019 from J. Angelides Enterprises, LP (Applicant) for Bradford Run Phase 4 along Country Club Road. Township Manager Stanick stated the purpose of the subdivision is to subdivide Tax Parcel No. 600-004-00-00-0015-00 consisting of approximately 51.619 acres into 31 individual lots for the construction of single-family dwellings. According to the Township Engineer, the applications were determined to be complete and in compliance with the Township's subdivision and zoning as well as land development requirements. At its meeting on June 6, 2019 the Planning Commission recommended the Board grant Preliminary and Final Major Subdivision and Preliminary and Final Land Development approval.

Township Manager Stanick noted the Developer is requesting a Modification from the Township Subdivision and Land Development Ordinance No. 206 reducing the width of the development's sidewalks from 5 feet to 4 feet. Township Manager Stanick highlighted that the request is consistent with the previous approved phases.

Township Engineer Sherrieb stated that the major subdivision and land development applications comply with the Township's Zoning Code and SALDO regulations. Township Engineer Sherrieb highlighted that while the Developer is requesting a reduction in the sidewalk width, they are exceeding the regulations set forth in the Township's code by constructing sidewalks on both sides of the street within the development. Township Manager Stanick highlighted that the Developer anticipates seeking an alteration to the approved open space and recreation plan previously approved.

Mr. Burns moved to approve a Resolution granting Preliminary and Final Major Subdivision and Preliminary and Final Land Development approval for Revised Phase 4 of the Bradford Run PRD. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9C: Motion Approving a Request from J. Angelides Enterprises, LP for a Reduction in the Letter of Credit for Revised Phase 3 of the Bradford Run Planned Residential Development

Township Manager Stanick reported that the Township is in receipt of a request from John Quigley of JMQ Development, representing J. Angelides Enterprises, LP, for a reduction in the Letter of Credit (No. 1245 dated February 5, 2019) in the amount of \$115,000 for the Bradford Run Phase 3 Development. Township Manager Stanick highlighted 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 stated the request before the Board is for approximately 80% of the bulk excavation work on the site.

Township Manager Stanick reported KLH Engineers, Inc. has inspected the improvements for which the reduction is being made and recommends the Board authorize the request.

Mr. Burns moved to approve the request of J. Angelides Enterprises, LP for a reduction in the letter of Credit for Revised Phase 3 of the Bradford Run PRD. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9D: Motion Approving an Application for One Fire Hydrant for Phase 3 of the Bradford Run Planned Residential Development

Township Manager Stanick reported as part of Phase 3 of the Bradford Run Planned Residential Development, Fire Chief Reese is requesting the Board consider the installation of one fire hydrant along the planned road to be named Stevens Court. Township Manager Stanick highlighted locations are approximate and placement will depend on field conditions. He additionally stated that Pennsylvania American Water will own the fire hydrant, as it does the potable water system, and charge a monthly maintenance fee to the Township. The following is an overview of the fees:

- Annual maintenance fee / hydrant \$205.32
- Total hydrant maintenance budget (2019) \$60,000.00

Vice-Chair Weber inquired regarding the frequency of fire hydrant inspections. In addition, He asked if the Township received inspection reports. Chief Reese stated that he has personally

requested individual reports for the inspections but has yet to receive any response. Chief Reese also stated the frequency of inspections has precipitously dropped in recent years. He highlighted PA American Water's financial and staffing constraints as barriers to regular inspections. Chair Luketich asked if the Township was permitted to perform the inspections in-house. Chief Reese stated the Township currently inspects private fire hydrants throughout the Township but is not permitted to inspect public fire hydrants because they are owned by PA American Water. Ms. Zipko voiced her concern regarding the matter and highlighted that the Township is paying a bill but not receiving adequate service. Mr. Burns recommended reaching out to PSATS in order to determine alternative inspection methods for public fire hydrants.

After further discussion, Mr. Burns moved to approve the application of one fire hydrant for Phase 3 of the Bradford Run PRD. Vice-Chair Weber seconded the motion. The motion passed on a unanimous voice vote.

9E: Motion Authorizing a Lien on the Property at 3 Farley Ave. for Violations of Section 66-1 (High Grass) of the Township Code

Township Manager Stanick reported Pursuant to Section 66-1 of the South Strabane Township Code, grass, weeds and similar vegetation are not permitted to grow in excess of eight inches. Township Manager Stanick highlighted should property owners fail to comply with this regulation within seven days of receiving a written notice from the Township, the Board of Supervisors may require the removal of the violation and lien the property for the cost of the work.

Township Manager Stanick stated that notices have been sent (and received) to the property owner of 3 Farley Avenue without response. Township Manager Stanick reported estimates received over the phone resulted in a range of \$225 to \$300 to address the violation. Township Manager Stanick concluded by recommending the Board authorize the removal of the violations and lien the property for the cost of the work.

Mr. Burns inquired if the Township would have to formally motion to lien the property in question every time the grass is cut. Township Solicitor Makel stated that the Board could establish an amount and when that threshold is met, the Township can formally establish a lien with the Washington County Prothonotary. Chair Luketich inquired if the Township knew the whereabouts of the property owner. Township Manager Stanick stated that the property owner may have passed away and no relatives could be identified.

After some discussion, Mr. Burns moved to continue cutting the grass at 3 Farley Avenue on a semi-regular basis until a formal lien is filed at the end of September at the conclusion of the season. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9F: Motion Authorizing KLH to Prepare Bids for the Community Park Sewer Extension Project

Township Manager Stanick reported pursuant to the 2019 Annual Budget, \$160,000 is allocated for a portion of the Community Park Phase 5 Project ("Project"). According to Township Manager Stanick, the Project includes the construction of kitchen and bathroom facilities, as well as the

construction of an intermediate walking trail. Township Manager Stanick highlighted the Project has been divided into two phases: i) installation of an extension line from the Park to the sewer main along Floral Hill; and ii) the construction of the facilities and trail. Township Manager Stanick requested the Board authorize the Township Engineer to prepare bid documents for the sewer line extension.

Township Engineer Sherrieb briefly explained the engineering behind the project, highlighting the use of two electric grinder pumps that will be used to convey the sewage material into the existing force main on Floral Hill Drive. Township Engineer Sherrieb also stated that as part of this project, spare conduits will be extended to the Keisling Pavilion and to portions of the parking area to allow for electric lighting in the future.

Mr. Burns moved to authorize KLH to prepare bids for the Community Park sewer extension project. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9G: Resolution Establishing a Procedure Governing the Sale of Personal Property of a Value Less Than \$2,000 Without Action by the Board of Supervisors.

Assistant to the Township Manager Conners reported a Resolution establishing a process that will allow the Township Manager to authorize the sale of personal property (not real estate) that has a value of less than \$2,000 has been prepared for the Board's consideration. He also reported the Second-Class Township Code allows such a Resolution to be passed and stated the accompanying policy seeks to streamline the process required for the Township to sell minor property.

Township Solicitor Makel clarified that the Resolution does not need to be passed annually.

Mr. Burns moved to approve a Resolution establishing a procedure governing the sale of personal property of a value less than \$2,000 without further action by the Board of Supervisors. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9H: Motion Approving a Microsoft Cloud Agreement for Office 365 Governmental Licenses.

Township Manager Stanick presented for the Board's consideration an agreement with the Microsoft Corporation which allows the Township to purchase and access Microsoft's Government Cloud Services. Township Manager Stanick reported due to unforeseen regulatory hurdles unanticipated by All-Lines Technology, the Township must procure governmental grade licenses in order to move forward with the email and information technology migration. Township Manager Stanick highlighted originally the Township was to be outfitted with a Microsoft Business Suite Office 365 package. He also highlighted with increasing awareness of cyber security and data encryption, particularly regarding Police Departments, federal and state agencies have begun to restrict access to Microsoft Business Grade software packages. This recent discovery has resulted in an expediated change of course.

Township Manager Stanick reported that after polling the Board last week, the agreement was signed and emailed to All-Lines Technology on June 20, 2019. Township Manager Stanick highlighted that this advanced signing has allowed All-Lines Technology to begin and complete

the Township-wide email migration prior to the July 31, 2019 deadline set by the Township's former IT service provider.

Mr. Burns moved to approve the Microsoft Cloud Agreement for Office 365 Governmental Licenses. Vice-Chair Weber seconded the motion. The motion passed on a unanimous voice vote.

9I: Motion Renewing General Liability Insurance Coverage for the July 1, 2019 Through July 1, 2020 Term

Township Manager Stanick reported that the Township's current insurance carrier is Argonaut Insurance Company, which provides coverage for: Property, Inland Marine, General Liability, Commercial Automobile, Umbrella, Public Officials Liability, Employment Practices Liability, Police Professional and Cyber Security. He stated that each year prior to the expiration of the policy period (July 1, 2018 through July 1, 2019 period), and in consultation with the Township's insurance broker Paul Barzd of B&W Insurance, the Township solicits proposals from insurance carriers to seek out the most competitive rates and coverage(s).

Township Manager Stanick reported the Township received the following quotes presented by B&W Insurance:

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|------------------------------|----------|
| • Argonaut Insurance Company | \$59,369 |
| • Selective Insurance Group | \$85,987 |
| • Liberty Mutual | \$80,000 |

Township Manager Stanick stated the quote from Argonaut Insurance reflects a 9.5% increase in the annual premium from the prior year. He recommended the Board accept Argonaut Insurance as the Township's insurance carrier for the period July 1, 2019 through July 1, 2020.

Mr. Burns motioned to renew service with Argonaut Insurance Company for the Township's general liability coverage for a term beginning July 1, 2019 and ending July 1, 2020. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9J: Motion Authorizing the Township Engineer to Conduct a Final Inspection of the Public Improvements in Phase 4 of the Strabane Manor Planned Residential Development

Township Manager Stanick reported the Township is in receipt of a request from Maronda Homes, Inc. (Developer), developer of the Strabane Manor Planned Residential Development (Development), to accept the public improvements of Strabane Manor Phase 4. Township Manager Stanick highlighted that pursuant to Section 206-46 of the Subdivision and Land Development Ordinance (SALDO), upon the request of the Developer, the Board of Supervisors shall first authorize the Township Engineer to conduct a final inspection of the public improvements to determine compliance with the Township's design standards within 10 days of receiving the request. Township Manager Stanick reported this request initiates an inspection process prior to the Township's formal acceptance of any public improvements.

Township Manager Stanick stated the public improvements consist of 50' rights-of-way and the roadway and stormwater facilities lying within the rights-of-way for the remaining portion of Shawnee Drive (approx. from Flint Dr. to its terminus). Township Manager Stanick recommended the Board authorize the Township Engineer to conduct the final inspection of the public

improvements for Phase 4. Once the inspection is concluded, the Township Engineer will prepare a report regarding the improvements for the Board's formal acceptance.

Mr. Burns moved to authorize the Township Engineer to conduct a final inspection of the public improvements in Phase 4 of the Strabane Manor PRD. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9K: Motion Appointing an Interview Committee to Recruit and Interview for a Financial Analyst

Township Manager Stanick reported that Ms. Jillian Blackburn, Township Accountant, has submitted a letter citing her intent to resign from her position in order to spend additional time with her family. Township Manager Stanick stated that a committee would be established in order to recruit, interview, and acquire talent for a financial analyst position.

Ms. Zipko moved to appoint Mr. Burns and Mr. Weber to the Financial Analyst Interview Committee. Mr. Moore 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 8:27 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager