

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

July 23, 2019

APPROVED MEETING MINUTES

1. CALL TO ORDER

The July 23, 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; Public Safety Officer James Barnes; and Assistant to the Township Manager Patrick Connors

A list of 7 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.

Ms. Cynthia Malone, a resident on Porter Hill Road, came before the Board to express her concerns regarding traffic safety at the intersection of Floral Hill Road and Zediker Station Road. Ms. Malone passed out an illustration to the Board outlining her proposal. Ms. Malone requested that a stop sign be placed at the intersection. Ms. Malone highlighted that a stop sign should not be installed before the railroad crossing. Ms. Malone also discussed her concerns regarding fruiting trees along Zediker Station Road that have damaged her vehicle in the past. She requested that the Township trim back the trees to protect drivers and their vehicles. Ms. Malone concluded by discussing her frustrations regarding recycling charges highlighting the increased cost and the reduction in service, specifically concerning glass collection.

Ms. Cynthia Rossi, a resident on Zediker Station Road, came before the Board to discuss her concerns regarding the Township's consideration of acquiring a single waste hauler for recycling and waste disposal. Ms. Rossi stated that she was concerned for the loss of business for the local haulers who may not have the capacity to bid a large township such as South Strabane. She also highlighted the lack of enforcement measures at the Township's disposal citing that many residents burn their trash and do not recycle. Ms. Rossi concluded by discussing Waste Management's tag service available for three dollars per can for residential pickup. She highlighted the value of such a program for senior citizens and those on fixed incomes.

4. CONSIDERATION OF MEETING MINUTES – JUNE 25, 2019

Mr. Burns moved to approve the June 25, 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: \$ 109,068.99 (pay date of June 21, 2019)
- Payroll: \$ 109,058.95 (pay date of July 5, 2019)
- General Fund: \$ 204,393.95
- Liquid Fuels: \$ 9,967.04
- **Total Expenditure:** \$ **448,393.77**

- Overtime costs for the period include:

- Police: \$ 3,430.92
- Fire: \$ 1,470.98
- Public Works: \$ 235.40
- **Total OT:** \$ **5,137.30** (pay date of June 21, 2019)

- Police: \$ 594.13
- Fire: \$ 2,098.51
- Public Works: \$ 385.20
- **Total OT:** \$ **3,077.84** (pay date of July 5, 2019)

The following expenses were included for this period:

- Municipal Employees Insurance Trust \$56,725.55
- Annual General Liability Insurance Policy \$59,389.00

Mr. Burns expressed his concerns with the Public Works Department's purchase of Round Up weed killer. He highlighted the carcinogenic properties contained within that product and stated that Township should create and pass a policy banning Township employees from using Round Up and all other products containing known carcinogens on Public property.

After further discussion, Ms. Zipko moved to approve payroll for the Periods June 2 through June 15, 2019 and June 16 through June 29, 2019 and the bills for the period June 21 through July 17, 2019. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Township Manager Stanick reported the Township would be finalizing the update to the Emergency Operations Plan and noted the new plan will be presented to the Board soon. He also reported the budget preparation schedule will be formulated and distributed to the Board shortly.

7. TOWNSHIP REPORTS

Municipal Separate Storm Sewer System (MS4) Report

Township Manager Stanick introduced the June 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.

There were no comments received.

Township Manager's Report

Social Media Outreach

Assistant to the Township Manager Connors reported that Staff has created a Facebook page in order to better interact with and inform residents of news and events within the Township. He stated the page will allow the Township to more easily reach residents and promote information regarding upcoming events such as the two glass recycling events. He also stated that to date, the Township's Facebook page has received well over 100 likes. He concluded by stating Staff is in the process of developing a formal social media policy.

Following the report, Mr. Burns moved to endorse the existence and promote the advertisement of the Facebook page. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Chartiers Creek Flood Damage Reduction Project

At the Board meeting on May 28, 2019, it was reported the Township Manager attended a joint meeting (on May 15th) of the Washington Co. Planning Commission and local municipal officials to provide an update concerning the Chartiers Creek Flood Damage Reduction Project ("Project"). Township Manager Stanick reported 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 that on July 22nd, he and MS4 Engineer Sarah Boyce, will meet with County, DEP and Army Corps. officials on site to observe existing conditions of the creeks along Manifold Rd. and Locust Ave. He concluded by stating a report will be completed by the Army Corps. for the County, which will then be distributed to municipalities to implement, as well as a report that

will provide recommendations for flood reduction strategies and associated costs. It is anticipated the Project will conclude in September 2020.

Solicitor's Report

Township Solicitor Makel outlined the formal adoption of a previous proposal made by Mr. Burns concerning Round Up weed killer.

After further discussion, Mr. Burns moved to adopt a policy mandating the Township Public Works Department abstain from using of Round Up and other known carcinogens in the Township rights-of-way, public parks, and other public property. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Secretary/Treasurer's Report

The following items have been received or issued between June 22, 2019 and July 18, 2019:

Minutes and Agendas:

- a) Zoning Hearing Board Meeting Minutes – October 15, 2019;
- b) Planning Commission Meeting Minutes – June 6, 2019;
- c) Sanitary Authority Meeting Minutes – June 19, 2019;
- d) Green Team Inaugural Meeting Agenda – June 20, 2019;
- e) Green Team Meeting Minutes – June 20, 2019;
- f) Planning Commission Meeting Agenda - July 11, 2019;
- g) Green Team Meeting Agenda – July 16, 2019; and
- h) Sanitary Authority Meeting Agenda – July 17, 2019.

Reports and Publications:

- a) Finance Report – June 2019;
- b) Fire Department Report – June 2019;
- c) Public Safety Department Report – June 2019;
- d) Tax Collector's Report & Interim Collection Only – June 2019;
- e) Animal Control Officer's Report – June 2019;
- f) MS4 Report – June 2019;
- g) PSATS News Bulletin – April-May 2019;
- h) PSATS Township Legal Defense Partnership – Summer 2019
- i) July 11, 2019 Observer Reporter "Shale Gas Opportunities Energize the Future of Our Region"(from Mr. Luketich); and
- j) OR Legal Ad for Zoning Hearing Board to reschedule the Public Hearing – July 15, 2019;

Correspondence:

- a) *Letter (w/ attachments) dated June 2, 2019 from Rice Energy regarding its permit applications to drill the proposed Wiggin Out Well in Somerset Township;*
- b) Letter Dated June 21, 2019 from Comcast regarding the TiVo Customers Accessing Xfinity On-Demand App;
- c) Email Dated June 27, 2019 from Mike Sherrieb of KLH Engineers, Inc. regarding the Independence Drive Storm Sewer Relocation Project;

- d) Letter Dated July 11, 2019 from Matthew Staniszewski, Committee Chair, Councilman/Director of Parks expressing thanks for the donation from South Strabane Twp. for Independence Day Celebration;
- e) Letter dated June 12, 2019 from Brandon Stanick regarding the PA Trolley Museum's East Campus Site Development; and
- f) Letter dated June 12, 2019 from Brandon Stanick to Mr. Curtis of the PA Wounded Warriors for their participation cleaning the litter along a several Township roads.

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

8. **UNFINISHED BUSINESS**

8A: Motion Enacting an Ordinance Authorizing Issuance of General Obligation Bonds in an Aggregate Principal Amount Not to Exceed \$4,100,000 to Facilitate the Refunding of All or Portions of the Township's General Obligation Bonds Series of 2012, All in Accordance with the Local Government Unit Debt Act

Township Manager Stanick reported that at its meeting on June 25, 2019, the Board received a presentation from Ms. Jamie Doyle, Managing Director for PFM Financial Advisors, LLC, the Township's financial advisor regarding an opportunity to refinance its 2012 bond issue. He highlighted that following a discussion, the Board approved 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 of \$35,000.

Township Manager Stanick presented for the Board's consideration a "Parameters Ordinance" to set the parameters for refinancing the 2012 Bonds. He stated this will authorize PFM Financial to begin the competitive bidding process in order to secure the best rate. Township Manager Stanick also highlighted that pursuant to the Local Government Unit Debt Act, a public notice advising of the Board's consideration of the ordinance was advertised in the July 13, 2019 (between 30 and 3 days before the meeting) edition of the Observer-Reporter.

Mr. Garrett Moore of PFM Financial Advisors provided the Board with a brief presentation discussing the parameters set forth prior to the refinancing of the Township's 2012 Bonds. Mr. Moore highlighted that interest rates have remained relatively steady citing slight reductions since the last discussion that took place during the June 25, 2019 BOS meeting. Township Manager Stanick highlighted the initial lump sum of savings would be available for the 2020 fiscal year. Mr. Moore continued to discuss the flexibility provided within the proposal, highlighting that the Bonds would be put out for bid at the most fiscally advantageous time for the Township. Mr. Moore concluded by stating the maturity date of the debt would not be extended during the refinancing process.

Township Manager Stanick inquired regarding the overall maximum parameters. Mr. Moore explained that the financial numbers presented are at times much higher than the actual outstanding debt. He highlighted that this provides flexibility and does not necessarily reflect the actual obligation owed by the Township. Mr. Moore concluded by emphasizing that PFM will not enter the market with the Township's Bonds unless the minimum savings threshold of \$35,000 is met.

Mr. Anthony Ditka of Dinsmore & Shohl, representing the Township's Bond legal counsel, came before the Board to assist in the explanation of the refinance of the Township's Bonds. Mr. Ditka explained the contractual obligations of the Township per the current Bonds and the proposed refinancing. Mr. Ditka concluded by highlighting tonight's meeting is the only Public Meeting required.

Mr. Burns moved to approve an Ordinance Authorizing Issuance of General Obligation Bonds in an Aggregate Principal Amount Not to Exceed \$4,100,000 to Facilitate the Refunding of All or Portions of the Township's General Obligation Bonds Series of 2012, All in Accordance with the Local Government Unit Debt Act. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9. NEW BUSINESS

9A: Public Hearing to Consider an Ordinance Adopting the 2015 Edition of the International Property Maintenance Code, Regulating and Governing the Conditions & Maintenance of All Property, Buildings and Structures

Township Manager Stanick stated at the Board Meeting on June 25, 2019, it was reported that Staff was finalizing its review of a draft ordinance adopting the 2015 edition of the International Property Maintenance Code (with local amendments) that would be presented to the Board for consideration during a Public Hearing on July 23rd. He also stated that pursuant to the Second-Class Township Code, a legal notice was published in the July 9th and July 11th (correction added) editions of the Observer-Reporter advising of the scheduled Public Hearing.

Township Manager Stanick highlighted it is important to know the Township has several tools available to enforce nuisances (high grass, junk vehicles, garbage, etc.) that arise from time to time, as well as regulations to address unsafe structures. He reported that typical nuisance violations are enforced by the Township by the Public Safety Director and Code Enforcement Officer, which has been very effective; however, the enforcement of violations involving the condition of existing buildings (mainly those built prior to the adoption of Building Codes) and the maintenance of property are: i) not established; and/or ii) can be cumbersome and would benefit with having a more streamlined process.

In addition, Township Manager Stanick reported current regulations do not clearly address such things as the following: dilapidated fences; proper boarding of structures; unsafe/unhealthy interior conditions; graffiti (obscene or otherwise); sanitary conditions; general upkeep of structures (paint, siding, windows, etc.); proper operation of smoke and carbon monoxide detectors; and ventilation and maintenance of mechanical systems (HVAC, etc.).

Township Manager Stanick highlighted that enhancing the Township's property maintenance standards and enforcement procedures not only seek to preserve property values (and support the tax base) by addressing potential or existing blight, it also provides the Township with tools to ensure the public safety, health and welfare of residents and businesses.

Public Safety Officer Barnes and Township Manager Stanick presented a PowerPoint Presentation for the Board outlining the application of the IPMC as an enforcement tool. Mr. Barnes discussed the Appeals process for code violations, the ability for the Township to issue "stop work orders" on projects not in

compliance with the Township's Code. Township Manager Stanick outlined definitions and general requirements of the IPMC. Township Manager Stanick highlighted that agricultural properties would be exempt from IPMC enforcement. Public Safety Officer Barnes compared the current enforcement regulations to the IPMC, highlighting that many of the current regulations are effective, but the IPMC provides numerous tools to elevate the Township's enforcement capabilities.

Township Manager Stanick discussed unsafe structure enforcement, highlighting that with the adoption of the IPMC the Board would be able to authorize inspections and engineer evaluations of properties deemed to be a public hazard. Township Manager Stanick also stated that current use of the land would take precedence over zoning district. He discussed the ability for the Township to cite properties with broken windows, stating that many studies show that broken windows not only further property degradation to the individual property, but generates similar deterioration in the entire neighborhood.

Public Safety Officer Barnes reported that with the adoption of the IPMC the Township would be able to better protect renters from neglectful landlords, specifically citing faulty electric lines, failed fire alarms, and unsafe handrails as enforceable issues. He emphasized that the Township does not have right of entry without permission from the property owner. Township Manager Stanick stated the proposed ordinance does have local amendments to the 2015 IPMC, specifically citing the interior structure regulations have been eliminated and replaced with a comprehensive yet succinct regulation.

Public Safety Officer Barnes cited that in the first half of 2019 approximately 60% of code violations were reported via phone complaints while approximately 40% were from routine inspection and drive-by analysis by Code Enforcement Officers. He highlighted that the Township has been divided into manageable sectors to more easily enforce the Code. He concluded by stating that as the Township's enforcement policy becomes established, many citations issued will emanate from routine inspections.

Township Manager Stanick reported that fire safety inspections do not apply to residential structures. He highlighted that all commercial structures are obligated to partake in annual fire inspections which are performed by Fire Chief Reese. Township Manager Stanick stated the Township does not have right-of-entry without a property owner's permission, however, a citation may be issued if unsafe conditions related to fire safety are observed during an emergency call (EMS, fire alarm, etc.) the Township will be better equipped to facilitate regulatory compliance. The presentation concluded with photographs demonstrating various unsafe and unsightly properties/structures within the Township that may be cited with the adoption of the IPMC. Mr. Thomas Berton of 765 Woodlawn Drive spoke in favor of adoption of the IPMC. Mr. Berton cited the former Colonial Heights Pool highlighting that it is a breeding ground for mosquitos, presents a generally unsafe area for kids, and is a detriment to his neighborhood. Chair Luketich agreed that in its current condition the Colonial Heights Pool presents a public safety risk.

Mr. Burns moved to place into evidence the Exhibit concerning the advertisement of a public notice. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Township Solicitor Makel opened the Hearing to public comment. With there being no questions or concerns, Mr. Burns moved to close the Hearing. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns moved to approve an Ordinance adopting the 2015 edition of the International Property Maintenance Code, with local amendments, regulating and governing the conditions & maintenance of all property, buildings and structures. Mr. Weber seconded the motion. Township

Manager Stanick commented that Appendix A of the 2015 IPMC, which discusses boarding and maintenance of windows, specifically states that it must be separately included during the formal adoption process. Township Solicitor Makel stated that if entities don't have something specified in the adoption of a Code such as the IPMC, certain sections of the Code may not be formally enforceable. He recommended the Board make a motion to include Appendix A of the 2015 IPMC. Mr. Burns amended his motion to include Appendix A of the 2015 IPMC into the Ordinance. Mr. Weber seconded the amendment to the motion.

Ms. Zipko asked for a discussion period to outline her concerns regarding the proposed ordinance. She highlighted the concept of the ordinance is good and expressed her concerns regarding the actual enforcement mechanisms and power that adoption would give the municipality. Mr. Burns stated that it will be up to the individual Code Enforcement Officers to determine citations and code violations. Ms. Zipko stated that specified timelines are too rigid for residents. Code Enforcement Officer Barnes stated the Township has been flexible in the past and will grant extensions when warranted. Chair Luketich highlighted an example of a single-family dwelling demolition on Zediker Station Road, citing the Township granted numerous extensions to the applicant to complete the project. Township Manager Stanick sought to clarify the current unsafe structure provision which includes the more rigid timelines. He stated that the Township would continue to work with property owners to establish reasonable timelines and accommodate extensions when necessary. Ms. Zipko concluded by citing a section of the proposed ordinance which notes the Code that may be deemed unconstitutional. Township Solicitor Makel stated Ms. Zipko is referring to a severability clause, highlighting such a clause ensures the remainder of the code is enforceable even if specific sections are removed by the courts in the future. He stated such a clause is common, highlighting the IPMC is updated every few years to address evolving legislation and trends. Ms. Janie Deemer of 324 Zediker Station Road highlighted numerous abandoned vehicles throughout the Township. Public Safety Officer Barnes stated Staff is currently working with property owners to come into compliance. He continued to explain the citation and enforcement procedure for this concern.

After further discussion the motion passed on a unanimous voice vote.

9B: Resolution Approving a Code Enforcement Policy Manual

Township Manager Stanick presented for the Board's consideration a resolution approving a Code Enforcement Policy Manual ("Manual"). He stated the purpose of the Manual is to provide guidelines for the following:

- i. Prioritization of code enforcement cases;
- ii. Investigation of code violation complaints;
- iii. Enforcement of regulations and ordinances through voluntary compliance;
- iv. Prosecution of code violators who do not comply; and
- v. Recovery of the Township's investigation and enforcement costs.

Township Manager Stanick highlighted the Manual is also a policy document that establishes procedures and standards by which code enforcement administers and enforces violations in an

effective and efficient manner. He concluded by stating the Manual provides for: a) a systematic method of prioritizing violations; b) a consistent process to address resident complaints and communication; c) a procedure for opening and closing files using a clear method for all departments; d) a tool to communicate how investigations are performed and violations are processed (land use violations and ordinance violations).

Mr. Burns moved to approve a Code Enforcement Policy as presented to the Board. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9C: Public Hearing to Consider an Ordinance Amending the Zoning Code (Chapter 245) Regarding Parks, Recreation and Open Space Requirements for Planned Residential Developments

Township Manager Stanick reported at its meeting on April 23, 2019, the Board authorized the Planning Commission to proceed with the public hearing process for consideration of an ordinance amending the Zoning Code regarding parks, recreation and open space requirements for Planned Residential Developments ("PRD"). He highlighted since that time, the Planning Commission met on June 6th to finalize its proposed changes and then conducted a public hearing on July 11th and recommended the Board approve the following amendments to the Zoning Code:

- a) Add language to the definition of "Common Open Space" allowing subsurface stormwater facilities and not surface facilities (detention/retention ponds, etc.) to be located in common open space;
- b) Decrease the low-impact active recreation (basketball, tennis courts, etc.) requirement from 500 sq. ft. to 250 sq. ft. per dwelling unit as current requirements may be excessive and overburden larger residential developments in the future;
- c) Eliminate buffer areas from contributing to meeting open space requirements as buffer yards are already essential elements of a PRD and pushes open space to the perimeter;
- d) Eliminate surface stormwater facilities from contributing to open space requirements as these facilities do not provide usable space and are essential infrastructure components of a PRD;
- e) Generate more usable open space by decreasing the percentage (from 50% to 10%) of the minimum required open space area allowed to be in excess of a 25% slope; and
- f) Maintain that 40% of open space be suitable for active recreation and add passive recreation (walking trails, exercise stations, etc.) as an option that is counted toward the 40% minimum.

Township Manager Stanick reported that pursuant to the Municipalities Planning Code (MPC), the County Planning Commission received a copy of the draft ordinance and generated a response on June 25th advising there are no comments. He also stated the proposed ordinance was advertised in the June 20th edition of the Observer-Reporter. He concluded by highlighted

that should the ordinance be approved by the Board, a copy will be sent to the County Law Library.

Township Solicitor asked for any public questions or comments concerning the proposed Ordinance. No comments were received from the public or the Board.

Mr. Moore moved to place the July 20th Observer Reporter advertisement for a public hearing into the Public Record. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

Ms. Zipko moved to close the hearing. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

Ms. Zipko moved to adopt the Ordinance amending the Zoning Code (chapter 245) regarding parks, recreation and open space requirements for Planned Residential Developments (PRDs). Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

9D: 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 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 \$123,300 for the Bradford Run Phase 3 Development. He stated that 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 the remainder of the bulk excavation work, wedge curb and base asphalt paving work.

Mr. Burns moved to approve a request from 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.

9E: Motion to Consider a Recommendation from the Green Team for the Township to Host a Glass Recycling Event for Township Residents

Assistant to the Township Manager Connors reported that after fielding numerous phone calls and requests concerning the lack of available options for glass recycling due to Waste Management's change of policy for 2019, Township Staff and the new Green Team have developed a plan to host a glass recycling event on August 24th from 9 a.m. – 1 p.m. The event will take place at the Public Works Facility (680 Floral Hill Drive). He stated the event will be staffed with a combination of Township employees from the Police Department, Public Works Department, and Administration, as well as with volunteers from the Green Team. Assistant to the Township Manager Connors presented a summary of anticipated costs, highlighting the event is expected to cost approximately \$1,600. He

reported the anticipated methods of advertising to promote the event to Township residents will include the Observer Reporter, the new Facebook page, the Township website, and word of mouth.

Mr. Burns noted that the event is a pilot test and highlighted a joint event with the Pennsylvania Resources Council that is scheduled for September 28th. Mr. Burns expressed his desire to have a permanent solution for residents concerning glass by October. Assistant to the Township Manager Connors noted the fluctuating market conditions and widespread difficulty finding an outlet for glass recyclables.

Ms. Zipko moved to approve an in-house glass recycling event to take place on August 24th at the Public Works Facility. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9F: Motion Approving an Agreement with the PA Resources Council to Host a Glass Collection Event on September 28, 2019

Assistant to the Township Manager Connors reported that in effort to accommodate the void created by Waste Management's 2019 glass collection policy, Township staff has reached out to the Pennsylvania Resources Council (PRC) in effort to host a "pop-up" glass collection event within South Strabane. PRC has notified the Township of their intention to host a collection event within the Township (Location TBD) on September 28th from 9 a.m. – 2 p.m. He highlighted this event will be organized, advertised, and run by PRC. Assistant to the Township Manager Connors stated that interested parties from across the region will be invited to participate. He also stated that on average, approximately 250 participants attend PRC hosted events. He concluded by stating it is the hope of Township Staff to build a relationship with PRC to encourage a higher frequency of events in the Washington County area as well as to display the area's capability to host a permanent glass recycling facility, similar to Peter's Township.

Chair Luketich discussed hosting the event at the former Washington Mall property. Assistant to the Manager Connors stated that option had not been explored up to that point.

After further discussion Mr. Burns moved to approve an agreement with the Pennsylvania Resources Council to host a glass collection event on September 28th at a location yet to be determined. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9G: Resolution Approving a Municipal Winter Traffic Services Agreement for Fiscal Years 2019 through 2024 with the Pennsylvania Department of Transportation

Township Manager Stanick presented for the Board's consideration the annual Winter Traffic Services Agreement ("Agreement") with PennDOT for fiscal years 2019 through 2024. He stated pursuant to the Agreement, the Township will maintain the following State roads during the winter season:

- Lakeview Dr.
- Vance Station Rd.
- Zediker Station Rd.
- Manifold Rd.

- Davis School Rd.
- Oak Grove Rd.

Township Manager Stanick outlined Exhibit A of the Agreement which lists the total cost PennDOT will pay to the Township to maintain the roads. He highlighted the amount for 2019-2020 is \$24,068.53, an increase of 1.70% from the previous season.

Ms. Zipko moved to approve a municipal winter traffic services agreement for fiscal years 2019 through 2024 with the Pennsylvania Department of Transportation. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

9H: Motion Authorizing Township Staff to Prepare Bid Documents for a Township-Wide Household Waste and Recycling Collection Contract

Township Manager Stanick stated during its Goal Setting Workshop in 2018, the Board identified evaluating the establishment of a single household waste and recycling collector for the Township as a goal for 2018-2019. He stated the purpose of this request is to authorize Township Staff to prepare bid documents (and educational materials) to review with the Board at a meeting in the near future.

Township Manager Stanick highlighted that typically, household waste, recycling and landscape waste collection is a common service provided by municipalities across the country. He stated that the advantages of having a municipal contract with a single-waste hauler are numerous, some of which include: i) improved customer service for residents, ii) lowered costs as economies of scale increase with a greater pool of households under one contract; iii) streamlined services through automated collection and more efficient collection routes; and iv) reducing the frequency of garbage trucks in residential neighborhoods and on Township roads.

After some discussion Mr. Burns moved to authorize Staff to prepare bid documents for a Township-Wide Household Waste and Recycling Collection Contract.

9I: Motion Approving a Resolution Amending the Police Sergeant Selection & Promotion Process

Police Chief Hilk outlined the alteration of scoring criteria for the merit-based testing, highlighting that greater weight would be allocated to the oral portion of the exam. Chief Hilk reported that the Police Department would also be issuing the exam itself, avoiding the costly process of third-party providers.

Mr. Burns moved to approve a resolution amending the Sergeant selection & promotion process. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9J: Motion Authorizing a Police Sergeant Selection and Promotion Process

Township Manager Stanick stated that the Board would need to formalize the Sergeant selection and promotion process to begin.

Mr. Moore moved to authorize the Police Sergeant selection and promotion process. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9K: Motion Appointing a Sergeant Interview Committee

Township Manager Stanick reported pursuant to the Township's Sergeant Selection and Promotion Policy, an Interview Committee, comprised of the Police Chief, Township Manager and two members of the Board of Supervisors, is responsible for administering the oral examination part of the promotion process. Chair Luketich asked that the Board consider Ms. Zipko and himself (same as the Police Officer Interview Committee) to serve on the Committee.

Mr. Burns moved to appoint Ms. Zipko and Mr. Luketich to the Sergeant Interview Committee. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9L: Motion Accepting the Highest Bid in the Amount of \$2,300 for the Sale of a 2010 Ford Explorer.

Assistant to the Township Manager Conners reported that on April 23rd the Board of Supervisors passed a motion approving the sale of a 2010 Ford Explorer in the amount of \$3,800. He stated that unfortunately, the winning bidder who resided in Massachusetts, refused and ignored the Township's multiple attempts to complete the transaction. He reported that after several failed attempts to coordinate with the winning bidder, Staff reposted the item on Municibid. Assistant to the Township Manager Conners stated that on July 23rd after a period of 14 days, Mr. Hanif Crafton submitted the winning bid in the amount of \$2,300. According to Assistant to the Township Manager Conners, Mr. Crafton will have 15 days to submit payment and remove the vehicle from Township property.

Mr. Burns moved to accept the highest bid in the amount of \$2,300 for the sale of a 2010 Ford Explorer to Mr. Hanif Crafton. 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 8:50 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager