

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

August 27, 2019

APPROVED MEETING MINUTES

1. CALL TO ORDER

The August 27, 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 Richard Luketich, Chairman; Bob Weber, Vice Chairman; Bracken Burns; Thomas Moore; and Laynee Zipko.

Also Present Township Manager Brandon Stanick; Township Solicitor Dennis Makel; Police Chief Drew Hilk; Ross Volkwein of KLH Engineers, and Assistant to the Township Manager Patrick Connors

A list of 10 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. Tom Hincy of Shawnee Drive thanked the Board for establishing a pickleball court on the basketball court in Community Park. Mr. Hincy continued by stating the location of the court presented certain challenges to participants. Specifically, he cited numerous players sliding off the hillside. He concluded by stating that the pickleball league had moved their operation to Washington Park, but thanked the Board of Supervisors for the efforts and support.

Mr. Hincy also discussed his concerns regarding the intersection of Fischer Road and Manifold Road. Specifically, he stated that it is difficult to see oncoming traffic coming from East to West off Manifold Road. He requested the installation of convex mirrors to allow for better sight lines.

Mr. Burns requested that Police Chief Hilk evaluate the situation and provide the Board with a recommendation moving forward.

Ms. Judy Panasik of Green Crescent Drive came before the Board to express her concerns regarding the Township's request for Local Share Account funds which are proposed to assist in the establishment of stormwater mitigation along Manifold Road. She stated the Township appears to be working on behalf of corporations and not the residents. She concluded by requesting that such public funds be spent on public amenities such as Community Park and not on private stormwater mitigation efforts.

Ms. Leigh Lyons of Arrowhead Drive came before the Board to discuss the desire of many South Strabane and Washington County residents to have a dog park. Ms. Lyons stated that the two closest dog park areas are in South Park and Mingo Creek Park. Ms. Lyons proposed the Township construct an off-leash dog park within Community Park, citing its ample space and dog waste disposal areas as pre-existing amenities. Ms. Lyons presented a list of individuals who expressed interest in such a park.

Mr. Andrew and Tara Meek of Clare Drive came before the Board to express their concerns regarding the emergency access drive on Clare Drive. They highlighted that their property is in between the two construction sites. They also highlighted the formal emergency access agreement has not been on Township's agenda in some time and inquired regarding the status of said agreement. They also expressed their concerns regarding the site distance of the road, excess drainage emanating from the intense development of the surrounding area, and debris on the roadway. Township Manager Stanick stated that while there have been verbal discussions between the City of Washington and the Township, nothing has formally been adopted by the City. He concluded by stating that he anticipates the City of Washington will consider executing the agreement at their September meeting. Mr. Burns highlighted that there are ordinances in place to ensure dirt, mud, and debris does not accumulate on the roadway. Chair Luketich inquired regarding a temporary barrier to ensure Clare Drive has clear passage. Township Manager Stanick relayed that he would contact representatives of Lane Construction the following day in effort to remedy the situation.

4. CONSIDERATION OF MEETING MINUTES – AUGUST 27, 2019

Ms. Zipko moved to approve the August 27, 2019 Board of Supervisors Regular Meeting Minutes as presented. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

5. FINANCIAL BUSINESS

The Board considered the following financial business:

- Payroll: \$ 115,060.19 (pay date of July 19, 2019)
- Payroll: \$ 113,084.02 (pay date of August 2, 2019)
- Payroll: \$ 118,144.00 (pay date of August 16, 2019)
- General Fund: \$ 179,273.67

- Liquid Fuels: \$ 6,951.08
- **Total Expenditure:** \$ 532,512.96

- Overtime costs for the period include:

- Police: \$ 10,246.92
- Fire: \$ 1,942.50
- Public Works: \$ 537.80
- **Total OT:** \$ 12,727.22 (pay date of July 19, 2019)

- Police: \$ 4,878.71
- Fire: \$ 2,331.86
- Public Works: \$ 641.55
- **Total OT:** \$ 7,852.12 (pay date of August 2, 2019)

- Police: \$ 7,897.29
- Fire: \$ 2,573.53
- Public Works: \$ 751.11
- **Total OT:** \$ 11,221.93 (pay date of August 16, 2019)

The following expenses were included for this period:

- Municipal Employees Insurance Trust \$56,733.72
- Annual General Liability Insurance Policy \$48,825.63

Mr. Burns moved to approve payroll for the Periods June 30 through July 13, 2019 and July 14 through July 27, 2019 and July 28 through August 10, 2019 and the bills for the period August 22 through September 18. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Township Manager Stanick reported that the Township conducted a successful glass collection event at the Township Public Works facility on August 24th. Mr. Burns highlighted that approximately 60 residents participated in the event. Mr. Burns thanked the volunteers and Township Staff who helped contribute to the event. Mr. Burns stated that the long-range goal would be a monthly collection event or even a permanent collection facility to allow for residents to more easily drop off recyclable glass. Township Manager Stanick concluded by stating that the Township will be hosting an additional glass collection event in partnership with the Pennsylvania Resources Council on September 28th at the Township Municipal Building (550 Washington Road) from 9 a.m. – 2 p.m.

Township Manager Stanick also highlighted the Comprehensive Plan Implementation Committee will be meeting soon to discuss their progress and strategy moving forward concerning the Comprehensive Plan. Township Manager Stanick concluded by highlighting that non-emergency municipal operations will be closed on September 2, 2019 in observance of Labor Day.

7. TOWNSHIP REPORTS

Municipal Separate Storm Sewer System (MS4) Report

Township Manager Stanick introduced the July 2019 MS4 report. The Board of Supervisors allocates a period of time during this item for comments regarding the topic of stormwater. Each person addressing the Board of Supervisors is asked to limit their comments to a maximum of three (3) minutes.

There were no comments received.

Township Manager's Report

DCED Study Fire Services

Township Manager Stanick reported that on Thursday, July 25, 2019, a group of communities comprised of municipalities and volunteer fire departments gathered at the Oak Spring Fire Station for a kick-off meeting with Dan Wauthier, a consultant with the Department of Community and Economic Development. He stated the purpose of the study is to evaluate and determine how best to work with one another given the impact on membership and resources of Volunteer Fire Companies and the importance of providing modern day fire services to the communities. He highlighted that those in attendance represented South Strabane Township and the South Strabane Volunteer Fire Department, the City of Washington, North Franklin Township and Volunteer Fire Department, Canton Township (Volunteer Fire Dept. not represented), and Chartiers Township and Volunteer Fire Department. He concluded by reporting that the consultant will begin one-on-one interviews with the participants in September and anticipates a final report to the participants and their governing bodies during the first half of 2020.

Zoning Map Update

Township Manager Stanick reported the update to the Township's Zoning Map is underway. He highlighted that staff has reviewed the initial draft with KLH and provided comments and clarification on boundaries and district lines. It is anticipated the updated Zoning Map will be completed early this fall.

Manifold Road Stormwater Project

Township Manager Stanick reported that at its meeting on March 26, 2019, the Board conditionally approved a request to serve as applicant for a PennDOT Highway Occupancy Permit ("HOP") on behalf of SMS Group ("Company"), located at 750 Manifold Rd., so that it may mitigate flooding of the Company's property and facility along Manifold Rd. He stated that upon working with Township Staff, the Company agreed to: i) upgrade the existing culvert line which crosses Manifold Rd. at the intersection with Pine Valley Rd.; and ii) install additional inlets on the opposite side of Manifold Rd. to alleviate drainage issues on existing residential property. He highlighted that in exchange for this work, the Township would assume ownership of the facilities once they are installed to the Township's standards. He concluded by reporting that the HOP has not been executed as a development agreement

has not been finalized with the Company. Recently, the Company has advised that the project is being placed on hold for the remainder of 2019.

Solicitor's Report

The Solicitor had nothing to report.

Secretary/Treasurer's Report

The following items have been received or issued between July 19, 2019 and August 23, 2019:

Minutes and Agendas:

- a) Planning Commission Meeting Minutes – July 11, 2019;
- b) Zoning Hearing Board Meeting Agenda – July 15, 2019;
- c) Zoning Hearing Board Meeting Minutes – July 15, 2019;
- d) Sanitary Authority Meeting Minutes – July 17, 2019;
- e) Green Team Meeting Minutes – July 16, 2019;
- f) Planning Commission Meeting Agenda – August 1, 2019;
- g) Zoning Hearing Board Meeting Agenda – August 6;
- h) Green Team Meeting Agenda – August 15, 2019; and
- i) Sanitary Authority Agenda – August 21, 2019.

Reports and Publications:

- a) Finance Report – July 2019;
- b) Fire Department Report – July 2019;
- c) Public Safety Department Report – July 2019;
- d) Tax Collector's Report & Interim Collection Only – July 2019;
- e) Animal Control Officer's Report – July 2019;
- f) MS4 Report – July 2019;
- g) PSATS News Bulletin – August 2019;
- h) July 27, 2019 Observer Reporter article regarding recycling glass in the township;
- i) Inside Washington County article "Innovation is the Hallmark of Presbyterian Seniorcare's New Dementia Care Facility" – July/August 2019; and
- j) PA House News website article "Clean Slate Law Offers Second Chances" – July 26, 2019.

Correspondence:

- a) *Letters (w/ attachments) dated July 22, July 23 and August 6, 2019 from Range Resources regarding its permit applications to drill the proposed Kingston Et Al, Day L&L and Wagers Wells in Amwell Township;*
- b) *Letters (w/ attachments) dated July 30, August 6, and August 12, 2019 from Rice Energy regarding its permit applications to drill the proposed Bid Daddy Shaw, Prairie Fire and Master Splinter Wells in Somerset Township and Captain USA Well in North Bethlehem Township;*

- c) *Letters (w/ attachments) dated July 31 and August 12, 2019 from EQT regarding its permit applications to drill the proposed Mono in North Bethlehem Township and Mojo Wells in Amwell Township;*
- d) Invite from Woodside Place of Washington regarding the Dedication and Ribbon Cutting Ceremony on October 23, 2019;
- e) Invite for the Elected Officials Reception, September 26, 2019 at the CNX Resources Rooftop Reception Center; and
- f) Email dated August 16, 2019 from a future resident complimenting the Fire Chief and Public Works Director for the quickness of response to his questions and issues.

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

8. **UNFINISHED BUSINESS**

8A: Motion Approving a Collective Bargaining Agreement Between the South Strabane Township Police Department Wage and Policy Unit & South Strabane Township Beginning January 1, 2019 and ending December 31, 2022 (Tabled)

Mr. Weber moved to remove Agenda item 8A from the table. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

Township Manager Stanick presented for the Board's consideration a Collective Bargaining Agreement ("CBA") between the Police Department Wage and Policy Unit ("Union") and the Township for the period beginning January 1, 2019 and ending December 31, 2022. He highlighted that the CBA presented for the Board's consideration was executed by the Union membership on August 9, 2019. He reviewed many of the substantive proposed changes from the previous agreement including the following:

- i. **Article 12 (pg. 8):** Arbitration Procedure - requires arbitrators be appointed from the National Academy of Arbitrators residing in Pennsylvania.
- ii. **Article 14 (pg. 12):** Holidays – increases holiday pay from 1.5 times to 2.0 times the hourly rate for all employees that work on Easter Day, Thanksgiving Day or Christmas Day. To be eligible, employees must have worked their last shift immediately preceding and the first shift immediately after the holiday unless excused with a cogent medical explanation.
- iii. **Article 15 (pg. 14):** Vacation – employees whose employment is terminated for cause shall not be entitled to any compensation for any accrued vacation leave.
- iv. **Article 16 (pgs. 15-16):** Health insurance – establishes provision allowing employees to opt out of coverage in exchange for \$3,000 (paid on a bi-weekly basis insurance). Also, insurance plan is maintained for the Department with the MBS PPO 10, Option 1 Plan with the following employee contributions increasing from 10% to: 12% / 12% / 12.5% / 12.5%.
- v. **Article 17 (pg. 17-22):** On Duty Disability (Heart & Lung) – establishes a process and procedure for on duty disability claims as none exist currently.

- vi. **Article 19 (pg. 23):** Life insurance – increases life insurance benefit from \$55,000 to \$60,000.
- vii. **Article 20 (pg. 23):** FOP Legal Defense Fund – in addition to currently paying for false arrest liability insurance, the Township would also pay the insurance premiums for each FT officer for the Fraternal Order of Police Legal Plan for the civil and criminal coverages (not for administration).
- viii. **Article 22 (pg. 25):** Sergeant/OIC Wages – consistent with wage increases for officers: 3% / 3% / 3.25% / 3.25%.
- ix. **Article 23 (pg. 26):** Uniforms – all applicable taxes will be withheld upon distribution of \$700 allowance.
- x. **Article 30 (pg. 32-33):** Officer Wages – 3% / 3% / 3.25% / 3.25% (starting salary as of 1/1/19: \$54,433.60).

Mr. Moore moved to approve a Collective Bargaining Agreement between the South Strabane Township Police Department Wage and Policy Unit & South Strabane Township beginning January 1, 2019 and ending December 31, 2022. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

8B: Motion Approving a Collective Bargaining Agreement Between the South Strabane Township Public Works Local Union 272M & South Strabane Township Beginning January 1, 2018 and Ending December 31, 2021 (Tabled)

Ms. Zipko moved to remove Agenda item 8B from the table. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

Township Manager Stanick presented for the Board's consideration a Collective Bargaining Agreement ("CBA") between the Public Works Union, Local 272M and South Strabane Township for the period beginning January 1, 2018 and ending December 31, 2021. He stated that a Tentative Agreement was reached with the Union on July 3rd. According to the Union's Executive Officer, the Local 272M ratified the proposed contract on August 20th. Township Manager Stanick concluded by reviewing the following substantive proposed changes from the previous agreement:

- i. Article 1 (pg. 4): Purpose - Update to the United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union, AFL CIO-CLC, Local 272M.
- ii. Article 14 (pg. 17): Wages - \$.70 (retro 2018) / \$.75 (retro 2019) / \$.75 / \$.80 (starting salary as of 1/1/19: for new employees: \$47,528 and for current employees: \$55,910.40).
- iii. Article 15 (pg. 18-19): Health insurance – Establish deductive plan (PPO250, Opt 1) where Township pays deductible (\$250 for single and \$500 for family coverage). Employee contribution of 10% toward premium remains unchanged. Employees that opt out of coverage will up to \$2,500/year paid out on a bi-weekly basis.

- iv. *Article 15 (pg. 19): Life insurance and Sick & Accident coverage are not changing, but were erroneously removed during the drafting of the agreement and have been reinserted.*
- v. *Article 19 (pg. 23): Pension – full-time PW employees hired after 7/23/19 will be placed in a defined contribution plan and the Township will contribute the value of 1 unit (or ~\$4,500) per year. Also, the Township will work with employees to establish a tax deferred plan and the Township will contribute \$100/yr. to each employee account.*
- vi. *Article 22 (pg. 26): Boot allowance – is not changing as changes in the proposed contract illustrate previous discussions of the Union’s request for an increase to \$200 per year and the Township’s desire for employees to wear safety toed boots.*
- vii. *Article 30 (pg. 35): Sick Leave – is not changing, but was erroneously removed during the drafting of the agreement and have been reinserted.*
- viii. *Article 35 (pg. 40): Personal Leave – changes from 4 days per year to 5 days per year (may accumulate 320 hours).*

Ms. Zipko moved to approve a Collective Bargaining Agreement between the South Strabane Township Public Works Local Union 272M & South Strabane Township beginning January 1, 2018 and ending December 31, 2021. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9. NEW BUSINESS

9A: Motion Authorizing the Township, on Behalf of Presbyterian SeniorCare, to Request PennDOT Conduct a Traffic Impact Study of South Main Street

Mr. Glenn Delich, Executive Director of the Presbyterian Senior Care Network, came before the Board requesting a formal letter of support be sent to PennDOT asking that a traffic study be conducted on the 800 block of South Main Street. Mr. Delich reported that approximately 320 employees and 600 residents congregate on Presbyterian SeniorCare’s campus daily. Mr. Delich also stated that their properties handle approximately 150 visitors daily. Mr. Delich’s stated that his highest priority is to ensure the safety of the pedestrians, many of whom are seniors, when they cross either side of South Main Street. Mr. Delich stated PennDOT requires that municipal entities request action concerning traffic studies on state-owned roads. He highlighted that from the perspective of PennDOT, private businesses have no standing to request such a study. Mr. Weber inquired regarding the municipal boundaries near Presbyterian Senior Care’s campus. Mr. Delich stated that North Franklin Township, the City of Washington, and South Strabane Township all converge at their end of South Main Street. Mr. Luketich voiced similar concerns for the traffic situation on South Main Street. He suggested installing flashing signs highlighting the road’s speed limit. Mr. Delich stated that flashing lights are on both ends of their campus, but they have not helped slow traffic.

Mr. Burns moved to authorize the Township, on behalf of Presbyterian Senior Care, request that PennDOT conduct a traffic impact study of South Main Street. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9B: Motion Approving Preliminary and Final Minor Subdivision Approval for the Insana-King Subdivision Along Vermont Street

Township Manager Stanick reported that the Township is in receipt of a subdivision application dated July 3, 2019 from Richard and Mary Insana (Applicant) for a proposed subdivision at 969 Vermont Street (Plan) in the R-4 Residential Zoning District. He stated the Applicant is seeking approval to adjust lot lines with a neighboring parcel, 894 Glenn Street owned by Michael & Lisa King, allowing an equal exchange of property between their lots in the amount of 1,300 sq. ft. He highlighted that the Planning Commission considered the Plan at its meeting on August 1, 2019 and unanimously recommended the Board of Supervisors grant Preliminary and Final Subdivision Approval for the Plan.

Mr. Burns moved to approve Preliminary and Final Minor Subdivision for the Insana-King Subdivision along Vermont Street. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9C: Motion Approving a Development Agreement Between J. Angelides Enterprises, LP and the Township for Revised Phase 4 of the Bradford Run Planned Residential Development

Township Manager Stanick reported that at its meeting on June 25, 2019, the Board adopted Resolution #11-19, A Resolution Granting Preliminary and Final Major Subdivision and Land Development Approval for Revised Phase 4 of the Bradford Run Planned Residential Development ("Resolution"). He stated that as a condition of the Resolution, J. Angelides Enterprises LP ("Developer") must execute a development agreement within 90 days (or September 23rd). As such, a development agreement has been prepared and is presented for the Board's consideration. Township Manager Stanick continued by highlighting the following as a summary of the major points of the agreement:

- **Required Improvements** to be constructed include: stormwater management system, including inlets, pipes and other structures, a partial roadway, sidewalks, walking trail with exercise stations & utilities.
- **Public Improvements** to be accepted by the Township: a 50' right-of-way which will include road surface, curbs and portions of the stormwater drainage and conveyance system.
- **Performance and Maintenance Guarantee:** in the total amount of \$544,326 comprised of: i) \$494,842 to complete the improvements; ii) \$49,484 (10%) for contingency; and iii) \$24,742 (5%) allowance for Township Engineer inspections.
- **Completion Date:** maximum of 5 years to complete the improvements.
- **Indemnification:** The Developer indemnifies and holds the Township harmless from any damages, injuries, or losses caused by constructing the Required Improvements.

Township Manager Stanick stated the previous approvals for the Development (reflected in the Resolution) do not take effect until the adoption of a development agreement. He reported that the proposed development agreement has been reviewed by the Township Engineer (for cost estimates), Township Manager and Township Solicitor, as well as the Developer.

Ms. Zipko moved to approve a Development Agreement Between J. Angelides Enterprises, LP and the Township for Revised Phase 4 of the Bradford Run Planned Residential Development. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9D: Motion Approving a Request from GAI Consultants on Behalf of 1600-84 Investors, LP for the Township to Serve as Applicant for a PennDOT Highway Occupancy Permit along SR 136

Township Manager Stanick reported that the Township is in receipt of a request from GAI Consultants (“Consultant”), on behalf of 1600-84 Investors, LP (“Company”), located at 1600 Rt. 136, Eighty Four, for the Township to serve as Applicant for a PennDOT Highway Occupancy Permit (“HOP”) on the Company’s behalf so it may install an inlet that straddles the PennDOT right-of-way line. He stated the purpose of the inlet is to connect a subsurface pipe to redirect the flow of stormwater to the creek running along the rear of the property. He highlighted that because PennDOT does not grant HOPs to private businesses, it does have a process in place for eligible entities, such as the Township, to serve as the Applicant that would designate the Company’s Consultant as Agent with the authorization to apply for the HOP on behalf of the Township.

Township Manager Stanick stated that following a review by the Township Engineer and Public Works Director, the plans are acceptable as presented. He highlighted the following; It is being requested of the Board to: a) have the Township serve as the Applicant for this project; and b) approve the Indemnity Agreement prepared by the Township Solicitor and Township Manager. He stated that the agreement before the Board: i) clarifies that the Company is responsible for the ongoing maintenance and operation of the inlet; ii) indemnifies the Township from any responsibility with the construction, maintenance and operation of the inlet; iii) establishes a \$2,500 escrow to cover costs incurred by the Township; iv) requires a performance bond in the amount of 110% to ensure the project is completed; and v) requires a maintenance bond (18 months) in the amount of 15% of the cost of the project.

Mr. Joe Fellow of GAI Consultants came before the Board representing the Company He stated the Company wishes to tie its stormwater drainage into an existing culvert and extend the connection into an existing storm sewer in order to alleviate flooding that is common on the property. Mr. Fellow highlighted that no new development is planned. He then illustrated the location of the proposed stormwater project to address a question posed by Mr. Weber.

Mr. Burns moved to approve the Request of GAI Consultants on Behalf of 1600-84 Investors, LP for the Township to serve as Applicant for a PennDOT Highway Occupancy Permit along SR 136. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9E: Motion Releasing a Road Bond from Columbia Gas Transmission for the 1570 Tri-County Pipeline Replacement Project

Township Manager Stanick reported the Township is in receipt of a request from Columbia Gas Transmission, LLC (Company) to release its existing bond for 3.33 miles of Township roadway that is in place for the Company’s abandonment of gas lines that are part of the Tri-County Transmission Line Replacement Project (Project). He highlighted the Township’s Road Bond Agreement has been

in place since 2018 and renewed by the Board at its meeting on March 26, 2019. He stated that the Project is now complete and Public Works Director Grego has determined the condition of the roads acceptable to release the bond.

Township Manager Stanick stated that the Board may recall that during 2017 the Company replaced the gas transmission line along Rt. 19, as well as in the eastern portions of the Township. He highlighted this step is the continued abandonment of the existing pipelines that serve the Windsor Highlands neighborhood. He concluded by stating that those lines are no longer needed as the Company has rerouted its transmission line out of the neighborhood.

Mr. Burns moved to approve the release of a Road Bond from Columbia Gas Transmission for the 1570 Tri-County Pipeline Replacement Project. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9F: Motion Renewing a Road Bond Agreement with EQT Corp. for Access to the Waterboy Well Pad Site

Township Manager Stanick reported that the Township is in receipt of a request from EQT Production Company (“Company”) to renew its expired Road Bond Agreement (“Agreement”) for 1.73 miles of Township roadway for the Company’s scheduled modifications to the Waterboy well site. He stated the modifications are stormwater related and include: i) the expansion of one existing wet pond forebay; ii) the construction of one additional wet pond to replace existing infiltration berms; and iii) the reclamation of 21,467 sq. ft. of gravel back to a meadow (“Project”). He reported that while the overall limits of disturbance increase; the impervious area of the site will be reduced. He highlighted that for the Board’s information, Township Engineer Sherrieb has reviewed and finds the plans acceptable (in addition to DEP) as stormwater and grading permits were triggered.

Township Manager Stanick cited that according to Chapter 220 of the Township Code, an agreement is required with the Township when seeking to use vehicles, equipment and other machinery that exceed local weight limits for roadways or doing work within the right-of-way. He highlighted that this ensures adequate funds are available for the maintenance and repair of the roadways being used. For the Board’s information, the amount of the bond is determined using a formula established by PennDOT (\$12,500 / mile), which results in an amount of \$21,625.

Township Manager Stanick concluded by reporting that the Township’s Road Bond Agreement was renewed in March 2017, it expired in March 2018 and must be renewed as the Project will be commencing shortly.

Mr. Weber inquired which is was impacted by the request of EQT. Township Manager Stanick reported that Rankin Road is the road being bonded. Mr. John Sebastian, representing EQT, came before the Board to address any questions or concerns. Mr. Ross Volkwein, serving as the Township Engineer, stated a signature from the property owner was omitted from the stormwater easement application. Mr. Sebastian stated that he has been in contact with the Township Manager regarding the aforementioned signature. He cited that landowner agreements are in place. Township Solicitor Makel stated that Exhibit A of the application, which demonstrates the map of operations, needs to be submitted and filed at the Washington County Courthouse before final approval can be granted by the Board. Township Manager Stanick informed the Board that Staff

is working with representatives of EQT and that the stormwater and grading applications will not be executed until the requirements are filled.

Mr. Burns moved to renew a Road Bond Agreement with EQT Corp. for access to the Waterboy Well Pad Site contingent upon EQT filing Exhibit A with the formal stormwater application, as required, at the Washington County Courthouse. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9G: Resolution Establishing a Policy to Minimize the Use of Certain Chemicals

Township Manager Stanick reported that at its meeting on July 23, 2019, Mr. Burns moved to adopt a policy mandating the Township Public Works Department abstain from using *Round Up* and other known carcinogens in the Township rights-of-way, public parks, and on other public property. He highlighted that the Board approved the motion on a unanimous vote. He stated that the Township Solicitor has prepared a resolution establishing a policy to minimize the use of certain chemicals for the Board's consideration.

In summary, Township Manager Stanick stated the policy requires Staff to develop a set of Best Management Practices as to the use of chemicals, (pesticides, herbicide, etc.) on public property that will be presented to the Board at an upcoming meeting for approval.

Mr. Burns moved to approve a Resolution establishing a policy to minimize the use of certain chemicals on Township property. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9H: Resolution Establishing a Donation Policy for the Acceptance of Gifts from Individuals, Businesses and Organizations

Township Manager Stanick highlighted that from time to time the Township receives donations of money/property for the benefit of the entire community and the Board of Supervisors encourages this community support by Township residents, its businesses and non-profit organizations. He stated that to better manage and communicate the expectations of the Township when donations and contributions are made, a resolution establishing a policy for the acceptance of gifts from these entities has been prepared for the Board's consideration. He outlined that the policy accomplishes the following:

- a) Establishes the Board of Supervisors as the only entity with the authority to accept gifts/donations;
- b) Encourages donors and other entities pledging support to put in writing the amount and/or the service that will be provided;
- c) Requires employees that receive gifts/donations to deliver them to the Township Manager who then will provide to the Board for acceptance;
- d) Donations specific to a Township Department are reviewed by the Township Manager and Department Head and a recommendation made to the Board of Supervisors for consideration;
- e) Provides that employees, elected officials and appointed officials are not to receive personal benefit or gain from any gift/donation to the Township;

- f) Requires donations that involve construction on public property be submitted in writing with plans, drawings, surveys, etc. for review by the Township Manager and Engineer (and others if needed), and once finalized, submitted to the Board of Supervisors for consideration;
- g) Establishes that the Township has the authority to approve any contractor for a project that is the subject of a donation or gift and requires a tripartite agreement between the Township, the donor and the selected contractor indemnifying the Township from any and all liability; and
- h) Exempts food type items and inconsequential and inexpensive items from the policy.

Mr. Moore moved to approve the Resolution establishing a donation policy for the acceptance of gifts from individuals, businesses and organizations. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9I: Resolution Amending the Police Department Policy and Procedures Manual Establishing a Field Training Program for New Police Officers

Township Manager Stanick presented for the Board's consideration a Resolution establishing the South Strabane Township Field Training Officer Program. He highlighted that this matter was reviewed with the Board during the Executive Session prior to the meeting.

Chief Hilk stated that all new officers/recruits will be required to follow the new field training program prior to being assigned into the field on their own.

Mr. Burns moved to approve a Resolution amending the Police Department Policy and Procedures Manual establishing a Field Training Program for new police officers. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9J: Resolution Authorizing the Submission of a Washington County Local Share Grant Application

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

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

Township Manager Stanick reported that as a qualifying entity, the Township is eligible for LSA funds and it is recommended the Board authorize the Township Manager to prepare a grant application to seek funding for the Manifold Road Streambank Restoration Project ("Project") as this is consistent with the eligible uses. He highlighted the Project is identified as one of six of the

Pollution Reduction Plans (“PRP”) per the Township’s MS4 Permit. He outlined that the Project includes 1,600 linear feet (both sides of channel) of restoration of the streambank that runs along properties abutting Manifold Road. He stated the project was selected as a PRP due to the consistent flooding that occurs to several of the properties in this neighborhood; the creek is also exhibiting erosion and bank incising. He highlighted that per the MS4 Permit, accomplishing this PRP will address ~20% of the sediment reduction required of the Township by 2023. He reported that at this time, it is estimated the capital cost of the Project is ~\$800,000. He also reported the deadline for the grant application is September 25th at 5:00 p.m. He concluded by requesting the Board approve an allocation not to exceed \$2,500 to engage the Township’s MS4 Engineer Widmer Engineering in the crafting of the application.

Mr. Burns moved to approve a Resolution authorizing the submission of a Washington County Local Share Grant application with a retainer not to exceed \$2,500 for engineering assistance during the application process. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9K: Motion Appointing Two Full-Time Police Officers

Township Manager Stanick reported that with the recent retirements of Sergeant Cregut and Officer Molinaro, the Police Officer Eligibility List, which was established earlier this year by the Police Officer Interview Committee consisting of Mr. Luketich, Ms. Zipko, Chief Hilk, and Township Manager Stanick, provided the next hires to the Police Department. Chief Hilk stated that Officers Joseph Joscsak and Dominic Faieta have been selected to replace the outgoing officers who had served for a combined 50 years in the Police Department. Township Manager Stanick highlighted that both new officers have passed all required background and security checks.

Ms. Zipko moved to appoint Officer Joseph Joscak and Officer Dominic Faieta as Full-Time Police Officers to the South Strabane Police Department. Mr. Moore second the motion. The motion passed on a unanimous voice vote.

9L: Motion Appointing a Full-Time Financial Analyst

Township Manager Stanick reported that at its meeting on June 25, 2019, the Board approved a motion to recruit for a Financial Analyst to fill an upcoming vacancy. He stated the position was advertised starting on July 15th through the PA Municipal League, *southstrabane.com* and on *Indeed.com*. He highlighted that of the 34 applicants, the Interview Committee interviewed eight candidates and three were selected as finalists with final interviews occurring on August 22nd. He concluded by recommending the Board appoint Ms. Marie Coffman with a starting salary of \$60,000 upon the successful completion of a drug test and satisfactory background check.

Mr. Burns moved to appoint Ms. Marie Coffman as a Full-Time Financial Analyst. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9M: Motion Establishing Trick-or-Treat Hours on October 31, 2019 from 5:30 to 7:00 p.m.

Township Manager Stanick asked the Board consider setting Trick-or-Treat hours from 5:30 p.m. to 7:00 p.m. on Thursday, October 31, 2019. He outlined that information will be posted on the Township’s website and at municipal facilities (buildings, parks, etc.), provided to the Observer-Reporter and posted on the Police Department and Township Facebook Pages.

Mr. Moore moved to establish Trick-or-Treat hours from 5:30 p.m. – 7:00 p.m. on October 31, 2019. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

9N: Motion to Approve the Budget Calendar for Preparation of the 2020 Budget

Township Manager Stanick presented for the Board's consideration a revised Budget Calendar (previously provided at the August 13th meeting). Township Manager Stanick highlighted that October 14th would serve as the new date on the revised calendar.

Mr. Weber moved to approve the revised Budget Calendar for preparation of the 2020 Budget. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Mr. Weber moved to adjourn the meeting. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager