

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

October 14, 2019

APPROVED MEETING MINUTES

1. CALL TO ORDER

The October 14, 2019 Budget Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 6:05 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

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

Also Present Township Manager Brandon Stanick; Assistant to the Township Manager Patrick Conners; Financial Analyst Marie Coffman; Public Works Director Russ Grego; Police Chief Drew Hilk; and Code Enforcement Officer Jim Barnes.

No visitors were in attendance.

2. PUBLIC COMMENT

Vice-Chair Weber stated the Board allocates a period of time during this item for those individuals who would like the opportunity to address the Board on any matter. Each person addressing the Board is asked to limit their comments to a maximum of three (3) minutes.

There were no Public Comments.

3. REVIEW OF PLANNED EXPEDITURES FOR 2020

Township Manager Stanick introduced Mr. Kevin Hinds, a Recreation Consultant of Play and Park to discuss a potential renovation plan for Billy Bell Park. Mr. Hinds briefly discussed the current state of equipment located at Billy Bell Park. He concluded by presenting illustrations and video clips of new equipment proposed in the renovation. Township Manager Stanick asked Mr. Hinds to verify the cost of the new equipment. Mr. Hinds stated that including purchase and installation the proposed equipment would cost \$77,497.74. Public Works Director Grego highlighted that the removal of the old equipment would be conducted by the Public Works Department in effort to reduce costs. Chair Luketich inquired regarding the base material. Mr. Hinds reported that 12" of engineered wood fiber has been outlined in the quote. Chair Luketich expressed an interest in acquiring further information concerning recycled rubber flooring which would be more durable. The Board thanked Mr. Hinds for his presentation.

3A: Code Enforcement, Planning and Zoning

Code Enforcement Officer Barnes presented anticipated expenditures for the 2020 Budget. He highlighted that currently the Code Enforcement utilizes a 2006 Ford Explorer with approximately 113,000 miles to perform inspections and code enforcement operations. He highlighted the vehicle still runs but cited the likelihood of costly repairs in the near future. He stated the purchase of a 2020 Ford Escape has been budgeted. Township Manager Stanick highlighted that the new vehicle can also be used for administrative purposes and will reduce the use of personal vehicles and mileage reimbursements.

Township Manager Stanick also discussed professional services budgeted for the upcoming year highlighting that the Washington Mall study was not conducted in 2019. He discussed a request for a Transportation Impact Fee study which would be necessary in the development and establishment of a Traffic Impact Fee. He highlighted the study would be intensive and would take place over the course of an 18-month period. Mr. Burns questioned the validity of the study citing the various unknown variables in future developments. He stated any traffic study necessary for large development should be paid for by the developer. Vice-Chair Weber highlighted his concerns regarding the cost of the proposal. Township Manager Stanick stated he would continue to research the proposal and would bring further detail at a future budget meeting.

3B: Police Department

Police Chief Hilk discussed anticipated expenditures for the 2020 Budget, highlighting the need to replace numerous cars in the Police Department's fleet. He reported that currently 5 of the Department's 9 vehicles have over 100,000 miles. He also highlighted that 2 vehicles were budgeted to be purchased in 2019 but due to unanticipated production delays they have not been delivered to date. He continued by outlining two proposals for leasing and purchasing new vehicles. Township Manager Stanick highlighted that continual leasing of vehicles is not a long-term solution. Chief Hilk also discussed the anticipated purchase of body cameras, citing that the Department jointly applied through the Pennsylvania Police Chief's Association for a Department of Justice match-based grant. Mr. Burns inquired regarding the grant's timeline. Chief Hilk stated there is no designated timeline. He next discussed the purchase of new tazers, rifles, and computer hardware. Next, he discussed the need to install physical internet connections at traffic intersections with security cameras. He discussed the usefulness of the cameras which were provided by the Washington County District Attorney, citing they assist in the closing of 2-3 cases per month.

Police Chief Hilk reported that with the newly adopted policy the Township will save a substantial sum by providing the Sargent promotion examination in house. Vice-Chair Weber inquired regarding the Police Department's involvement with the Washington County SWAT Team. Police Chief Hilk stated 5 officers are involved including Detective Schidlmeier who serves as second in command. A brief discussion regarding police vehicle car washing ensued. Police Chief Hilk concluded by discussing a request to increase training funds citing many of the new officers are eager to attend various trainings and seminars. Vice-Chair Weber commended Chief Hilk and his Department for investing time and energy into continuing education. Mr. Burns inquired regarding

Police overtime wages in 2019, citing the estimate appeared too low. Police Chief Hilk reported two full-time Officers were hired in the spring and an additional two Officers were hurt this year. Township Manager Stanick acknowledged that the expense of overtime and the revenue generated with contracted overtime has been reformatted for 2020 as it was customary for the Township to Budget the overtime expense line item in relation to the contracted overtime revenue. This is incorrect as it does not reflect the true cost of overtime.

3C: Public Works Department, Recreation and Liquid Fuels Fund

Public Works Director Grego reported that his Department is short one truck due to a recent engine failure. He highlighted after inspection it was determined that a new engine for the 2010 Ford F550 would cost more than the vehicle's value. He stated that Washington Ford offered \$5,000 as a trade-in. Assistant to the Township Manager Connors reported that the vehicle has been placed on Municibid, highlighting the current bid price has exceeded the minimum amount. He reported that the bidding concludes on October 18th. Public Works Director Grego presented a Co-Stars quote in the amount of \$87,481 for the purchase of a new Ford F550 which would be used primarily as a plow vehicle. Township Manager Stanick highlighted substantial cost savings by selecting an alternative company that will be used to upfit the new truck. Lastly, Public Works Director Grego outlined the proposed purchase of a new boom mower citing the current unit is nearly out of commission and has incurred significant costs for maintenance.

Township Manager Stanick discussed the need to evaluate and establish an updated Master Plan for Community Park highlighting that the original plan dates to 2001. He reported that \$30,000 has been budgeted to begin the study. He stated that a more focused plan should assist in securing grant funding moving forward. Chair Luketich inquired regarding LSA funding for park projects. Township Manager Stanick highlighted that parks and recreational projects typically do not garner much attention. Mr. Burns stated that the key to LSA funding is matching the grant request. Vice-Chair Weber inquired regarding the boundaries of Community Park. A discussion ensued regarding a commitment from Consol to donate a large piece of property in Community Park.

4. NEXT BUDGET MEETING

Township Manager Stanick reported the next Budget Meeting will take place on Thursday October 17th at 6:00 p.m. He highlighted that topics of discussion will include the Fire Department, General Government and Administration expenditures. He stated that members of the Volunteer Fire Department and Fire Chief Reese will be in attendance.

5. ADJOURNMENT

Mr. Weber moved to adjourn the meeting. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager