

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

November 19, 2019

APPROVED MEETING MINUTES

1. CALL TO ORDER

The November 19, 2019 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:04 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; Assistant to the Township Manager Patrick Connors Township Solicitor Dennis Makel; Public Works Director Russell Grego; and Township Engineer Kevin Creagh,

A list of 14 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. Tammy Fidel, resident on Fischer Road, came before the Board to discuss her concerns regarding vehicular speeding on Fischer Road. She highlighted the issue has been exacerbated in recent years. She voiced her concerns regarding pedestrian safety with vehicles routinely ignore the stop sign at the end of the street. She requested that the Police Department closely monitor the situation moving forward. She concluded by highlighting the abundance of trash and litter that has accumulated on Fischer Road. Mr. Luketich stated that the Green Team would add Fischer Road to its scheduled clean up route.

Ms. Charlene Scuvotti, resident on Pine Valley Road, came before the Board to express her concerns regarding the Township's untimely response to a right-to-know request. She voiced her concern regarding a perceived inequity of treatment for certain residents in the Township when compared to commercial developers. She highlighted that a structure was recently removed by Meadows Landing property owners after the Township enforced the newly adopted International Property Maintenance Code. She inquired why they were required to demolish the abandoned structure, but not required to cut the vegetation that borders her backyard. Ms. Scuvotti stated that an appeal to the Office of Open Records was submitted on November 19, 2019. Ms. Scuvotti highlighted that she is a fighter and will not give up until something bad happens due to the Township's negligence. She asked that Ms. Zipko recuse herself on a pending vote later in the meeting concerning the resolution requesting funds for the Manifold Rd. Streambank and Floodplain Restoration Project due to a conflict of interest. She concluded by distributing information concerning unresponsive municipalities.

4. **CONSIDERATION OF MEETING MINUTES – OCTOBER 17, OCTOBER 22, & OCTOBER 28, 2019**

Mr. Moore moved to approve the October 17 and 28 2019, Budget Meeting Minutes and the October 22, 2019 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: \$ 110,350.82 (pay date of October 25, 2019)
- Payroll: \$ 29,596.94 (Retro Pay for Public Works as per CBA November 1, 2019)
- Payroll: \$ 117,829.29 (pay date of November 8, 2019)
- General Fund: \$ 144,508.30
- Liquid Fuels Fund: \$ 44,390.03
- **Total Expenditure: \$ 446,675.38**

Overtime costs for the period include:

- Police: \$ 2,010.81
- Fire: \$ 2,476.60
- Public Works \$ 170.28
- **Total OT:** \$ **4,657.69** (pay date of October 25, 2019)

- Police: \$ 5,754.45
- Fire: \$ 1,029.69
- Public Works \$ 796.35
- **Total OT:** \$ **7,580.49** (pay date of November 8, 2019)

Please know the following expenses are included for this period:

- Municipal Employees Insurance Trust \$50,634.55

Ms. Zipko moved to approve payroll for the periods October 6 through October 19, 2019 and October 20 through November 2, 2019 and the bills for the period October 19 through November 13, 2019. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

6. **ANNOUNCEMENTS**

Township Manager Stanick stated that the next Board of Supervisors Meeting is scheduled for December 10, 2019 where the Final 2020 Budget will be considered.

7. **TOWNSHIP REPORTS**

Municipal Separate Storm Sewer System (MS4) Report

Township Manager Stanick noted 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.

Ms. Charlene Scuvotti came before the Board to express her concerns regarding former Township Engineer Michael Sherrieb. She expressed her opinion Mr. Sherrieb was not qualified to perform stormwater inspections/reviews regarding the Meadows Landing Development. She highlighted the aforementioned site has not been properly inspected after her numerous requests to do so. She discussed the Township's MS4 permit and stormwater ordinance. She then discussed the Township's proposed streambank restoration projects highlighting her concerns regarding the Township's lack of diligence concerning prior stormwater obligations. She concluded by stating the Township should not be awarded competitive state-wide grants citing that it does not abide by its own rules and regulations.

Township Manager's Report

Zoning Map

Township Manager Stanick reported the Township's Zoning Map update is complete and copies will be made available to the Board and Public once the R-5 Zoning Map amendment is approved.

Cleanup of Township Roads

Township Manager Stanick stated South Strabane has been allocated the date of November 26th for Washington County's Community Service Program. He highlighted this program is a part of the Probation Services Department of the Washington County Court System. He stated the Community Service Program permits adults to work off fines and court costs in the form of community service. He concluded by stating the participants will arrive in the morning to conduct cleanup efforts on Locust Avenue.

Security Cameras at Former Road Shed Site

Township Manager Stanick reported in September that Staff applied for the installation of cameras through the Keep Pennsylvania Beautiful ("KPB") Illegal Dump Free PA Program to assist in controlling illegal dumping that occurs from time to time at the former Road Shed property. He stated

cameras have been received and were installed last week. He concluded by reporting Staff will be making arrangements to maintain the drop off facility at the former Road Shed property open 7 days per week during a three to six month Pilot Program.

Solicitor's Report

No report was submitted.

Secretary/Treasurer's Report

The following items have been received or issued between October 19, 2019 and November 15, 2019:

Minutes and Agendas:

- a) Planning Commission Meeting Minutes – October 3, 2019;
- b) Washington County Sewage Council, Full Council Meeting Agenda – November 6, 2019; and
- c) Planning Commission Meeting Agenda – November 7, 2019.

Reports and Publications:

- a) Finance Report – October 2019;
- b) Fire Department Report – October 2019;
- c) Volunteer Fire Department Financial Report –10/3/19 thru 11/6/19;
- d) Public Safety Department Report – October 2019;
- e) Tax Collector's Report & Interim Collection Only – October 2019;
- f) Animal Control Officer's Report – October 2019;
- g) MS4 Report – October 2019;
- h) K LH Engineers, Inc. Consulting Engineers Report – November 19, 2019;
- i) O-R, October 28, & November 4, 2019 – Legal Notice for R-5 District Amendment Public Hearing;
- j) O-R, October 31, 2019 –Firefighter position advertisement;
- k) PSATS News Bulletin – October 2019;
- l) Washington County Conservation District Newsletter "Tomorrow" – October 2019;
- m) Pennsylvania One Call – 2018 Annual Report;
- n) State Representative Tim O'Neal Email Newsletter; and
- o) Inside Washington County article "Asking for Their Thoughts on Our Economy" – November/December 2019.

Correspondence:

- a) Letter dated September 18, 2019 from Law Offices of Timothy R. Berggren, Attorney at Law regarding the Dissolution of Grace Brethren Church of Washington;
- b) Letter dated October 14, 2019 from Comcast regarding Changes to Starz/Encore and Epix programming;
- c) Letter dated October 22, 2019 from Freedom Transit thanking the Board for its time at a recent Budget Meeting;
- d) Letter dated October 23, 2019 from Patricia A. Berger, Executive Director of the Legislative Budget and Finance Committee, regarding an upcoming survey related to single-use plastics;
- e) Letter dated October 28, 2019 from Diane L. Ambrose, Executive Director of Citizens Library thanking the Board its time at the recent regular meeting;

- f) E-mail dated October 30, 2019 from Brandon Stanick regarding the DCED Fire Service Study;
- g) *Letter (w/o attachments) dated November 4, 2019 from Range Resources regarding the lengthening of laterals at the Wagers Unit 5H-7H (Amwell Township);*
- h) Memorandum dated November 7, 2019 from Jeff Kotula, Chairman of Washington County Local Share Account Review Committee regarding the 2020 Local Share Project Briefings Invitation; and
- i) Press Release dated November 14, 2019 from Chief Hilk regarding Kays Jewelry Robbery, Tanger Outlet.

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

8. **UNFINISHED BUSINESS**

9. **NEW BUSINESS**

9A: Motion Amending the Public Notice Period for TMS International's Plan Approval Permit Application to Construct a Baghouse to Control Emissions from the Torch Cutting of Steel (42 84 Drive, Eighty-Four, PA)

Township Manager Stanick reported TMS International ("Company"), located at 42 84 Drive, Eighty-Four has applied for a PA DEP plan approval as required by law to construct a baghouse to control emissions that result from the torch cutting of steel. He highlighted that according to the Company, it had erroneously filed public notices in Nottingham Township and not its place of business, which is in South Strabane. He reported that the Company is asking the Board to consider allowing the time that has elapsed with its notice in Nottingham Township to count toward the now re-noticed period in South Strabane.

Mr. Ken Dierker, a representative of the Company, came before the Board expressing his regret for the advertising error. He highlighted that the Company only wishes to comply with all regulations in its best effort to be transparent and environmentally friendly. Mr. Weber inquired regarding the location of the facility. Mr. Dierker illustrated the location on a map for the Board. He stated that operation fabricates and torch cuts steel that is used currently for stainless steel grill tops. He explained the baghouse is used to capture harmful emissions that result from the process ensuring a safe work environment for employees and the surrounding community. Township Manager Stanick inquired regarding the number of days that would be counted toward having previously noticed the DEP Air Permit and Mr. Dierker stated ten days have already elapsed.

Mr. Burns moved to amend the Public Notice period for TMS International's Plan Approval Permit Application to construct a Baghouse to control emissions from the torch cutting of steel at its facility located at 42 84 Drive, Eighty-Four, PA. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

Mr. Dierker invited all attendees to tour the facility once it has been completed. Township Manager Stanick inquired when the facility's operation would begin. Mr. Dierker stated he anticipates a mid-January opening.

9B: Motion Amending a Winter Maintenance Agreement with J. Angelides Enterprises LP for the Bradford Run Residential Development (Addition of John Street)

Township Manager Stanick reported that J. Angelides Enterprises LP is requesting the Township amend the Winter Maintenance Agreement that was approved by the Board at its October 22nd meeting to include John Street. He stated that John St. was not included previously in anticipation that it would be dedicated to the Township by the November meeting. He highlighted that following an inspection by Public Works Director Grego and Township Engineer Creagh, the street does not meet the standards for acceptance by the Township.

Mr. Burns moved to amend a Winter Maintenance Agreement with J. Angelides Enterprises LP for the Bradford Run Residential Development with the addition of John Street. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9C: Resolutions Granting Preliminary and Final Minor Subdivision Approval for Strabane Manor Lots 304, 306 and 401 Revised Along Flint and Shawnee Drive

Assistant to the Township Manager Connors reported the Township is in receipt of an application for Preliminary and Final Minor Subdivision Approval dated October 7, 2019 from Dan Ryan Builders Mid Atlantic, LLC (Applicant) for Lot 304 Revised in the Strabane Manor Development along Flint Drive (part of Phase 3). He highlighted the purpose of the revised subdivision is to subdivide Lot 304 into six parcels at the center of the existing townhome party walls. He stated according to the Township Engineer, the application was determined to be complete and in compliance with the Township's subdivision and zoning requirements. Concluded by highlighting that at its meeting on November 7, 2019 the Planning Commission unanimously recommended Preliminary and Final Minor Subdivision approval to the Board.

Mr. Burns inquired if a motion could be made to simultaneously approve all three proposed Strabane Manor Subdivisions. Township Solicitor Makel affirmed that School Districts often combine similar Agenda items into one motion. Mr. Burns inquired if any the subsequent subdivision proposals would have any alterations from the item up for consideration. Township Manager Stanick confirmed they were identical.

After some discussion Mr. Burns moved to approved the Resolutions granting Preliminary and Final Minor Subdivision for Strabane Manor Lots 304 & 306 along Flint Drive and Strabane Manor 401 along Shawnee Dr. Revised. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9F: Public Hearing to Consider a Conditional Use Application Pursuant to Section 245-168.1 of the Zoning Code Concerning a Proposed Freshwater Impoundment Facility for the Property at 50 Meadows View Road (Munce Well Pad) in the A-1 Zoning District

Township Solicitor Makel opened the Public Hearing. Township Manager Stanick Stated the Board is being asked to consider the Conditional Use Application of Range Resources – Appalachia, LLC for the installation of a freshwater impoundment facility for the property located at 50 Meadows View Road on the current site of the Munce Well Pad which is located in the A-1

Zoning District. He stated the property encompasses approximately 250.57 acres. He noted the proposed freshwater impoundment facility measures 80' in diameter and 12' in height and can hold approximately 378,000 gallons of freshwater. He reported that the Applicant is proposing to use the water facility to assist in the distribution of freshwater via delivery trucks and pipeline infrastructure to surrounding well sites. He highlighted the water retention tank will be serviced by Pennsylvania American Water via an underground pipeline from the freshwater municipal tap on Davis School Road. He stated the facility will be utilized to assist in two to three completions operations per year. Each completion will last between one and three months.

Township Manager Stanick reported that Staff has conducted the required zoning analysis and finds the proposed conditional use would be in compliance with the Zoning Code. In addition, Fire Chief Reese has reviewed the emergency management plans and procedures outlined by Range Resources and is satisfied with the materials provided. Township Manager Stanick concluded by highlighting that on October 3rd and November 7th, the Planning Commission reviewed the application and recommended approval with the condition that the Applicant abide by all parameters set forth in the application for the length of time the freshwater impoundment is in use. Notice of the Public Hearing on November 19, 2019 was advertised in the Observer-Reporter on November 4th and 11th.

Township Solicitor Make swore in representatives of the Applicant as well as witnesses desiring to testify during the Public Hearing.

Mr. Max Junker, representing the applicant expressed his concerns with Ms. Cynthia Rossi participating in the Public hearing as she does not reside within 500 feet of the property subject to the proposed Conditional Use. He also requested that the Board enter the transcript from the Planning Commission's Public Hearings, as well as the supplemental response to the Township Engineer's comments, into the Public Record.

Mr. Burns moved to have the following exhibits placed into the Public Record: Exhibits A1 & A2) Public Notices placed in the Observer-Reporter, Exhibit B) Notification sent to neighboring property owners, Exhibit C) Application for Conditional Use made by Range Resources Appalachia, LLC, Exhibit D) Map illustrating proposed freshwater impoundment, Exhibit E) Transcripts of the October 3rd and November 7th Public Hearings conducted by the Planning Commission, and Exhibit F) the Applicant's formal response to the Township Engineer's comments. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

Mr. Karl Metz came before the Board to outline the purpose of the proposed freshwater impoundment facility. He highlighted that the tank is of a temporary nature. He noted that the gravel pad would be a semi-permanent fixture in-between completion operations. He concluded by stating that a fence will be erected around the perimeter of the operation. Mr. Weber inquired which wells would be serviced by the proposed facility. Mr. Matz stated that the Patrick Guyton (North Strabane), Munce William, Zediker Station (both South Strabane), and Wagers Unit (Amwell Township) Well Pads would all receive freshwater delivered via the freshwater

impoundment. He highlighted that only the Wagers Unit Well Pad would have water trucked to its location, stating the all additional sites would have water delivered via temporary pipelines. A discussion ensued regarding easement agreements for the construction of temporary water lines. Mr. Matz continued by discussing the proposed water truck routes, illustrating the route for members in attendance. He highlighted the only Township road that would experience an influx of truck traffic would be a limited portion of Meadows View Road.

Ms. Loral Ziemba, Local Government Affairs Coordinator, discussed the drilling process outlining the four components of planning, drilling, completion, and production. Township Solicitor Makel inquired regarding the length of time for the Conditional Use approval. Mr. Junker requested the Conditional Use be granted ad-indefinitum due to the unpredictable nature of drilling schedules. Mr. Luketich inquired regarding trucking hours. Mr. Justin Welker, also representing the Applicant, stated that trucking operations would run a 24-hour cycle with a blackout window during school bus hours as to not conflict with school bus traffic. He likened the proposed facility to a large outdoor swimming pool citing that the unit can distribute 1,000 gallons of DEP approved freshwater per minute. He reported that an average of 300 trucks every 24-hour period will be serviced at the facility. He also reviewed technology which would be used to track truck routes ensuring they remain on the approved route. Mr. Weber inquired if members of the Board and Township Staff could inspect the site. Mr. Welker stated Township representatives are more than welcome at any time. Ms. Zipko inquired regarding the generators which would be used to pump the water. Mr. Welker stated diesel generators would be used at the Patrick Guyton and Munce William well pads. He cited the units were specifically designed to reduce noise. He also highlighted that sound barriers would be constructed to maximize sound mitigation.

Ms. Cynthia Rossi, resident on Zediker Station Road, came before the Board and read a prepared statement outlining her concerns for the proposed impoundment facility. Specifically, she expressed concern for the duration of the proposed use. She voiced her displeasure with the expansion of an industrial use located in the Agricultural Zoning District. She also reported her concerns regarding Supervisor Zipko's involvement with private natural gas leases and with the industry as a whole. She distributed a report to the Board illustrating her concerns regarding the matter. She concluded by expressing her concerns regarding the additional truck traffic that would result with the operation of the proposed facility. Township Solicitor Makel identified the submitted testimony of Ms. Rossi as Exhibit No. 1 and Document titled CX Energy 164.58 Acres as Exhibit No. 2.

Mr. Burns moved to enter Exhibits Nos. 1 & 2 into the Public Record. Mr. Luketich seconded the motion. After Mr. Junker's objection to the items being entered into the Public Record and Solicitor Makel noting such objection, the motion passed on a unanimous voice vote.

Mr. Junker highlighted that freshwater impoundments are permitted as a Conditional Use in the A-1 Agricultural Zoning District. A discussion concerning the decision timeline ensued.

Mr. Burns moved to enter the documentation submitted by Mr. Junker as Exhibit G into the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

As there were no further comments, Mr. Burns moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns moved to approve the Conditional Use Application Pursuant to Section 245-168.1 of the South Strabane Township Zoning Code Concerning a Proposed Freshwater Impoundment Facility for the Property Located at 50 Meadows View Road (Munce Well Pad) in the A-1 Zoning District per the following conditions:

1. The Applicant shall strictly adhere to the submitted materials and representations thereof including the Application and all responses received as a result of the Township Engineer's comments. The aforesaid adherence shall also include the subsequent exhibits submitted for the Board's consideration of the Application. The Conditional Use is granted ad-indefinitum.
2. The freshwater impoundment facility shall only be used to service completion operations at the following Well Pad locations: a) Munce William; b) Patrick Guyton; c) Wagers Unit; and d) Zediker Station.
3. The approved freshwater impoundment shall be an above-ground facility with a 378,000-gallon capacity.
4. The Applicant shall comply with all terms and conditions set forth in the Township's Zoning Code. In addition, the Applicant shall comply with all Federal, State, and Township rules and regulations.
5. The Conditional Use incorporates all the exhibits and testimony submitted during the November 19th Public Hearing (Exhibits A-G).
6. The Applicant shall reimburse the Township for any and all applicable expenses incurred as a result of the Application which shall include Public Notices, Stenographic fees, Engineering Fees, etc. The Applicant shall reimburse the Township within 30 days of receipt of an invoice.

Mr. Moore seconded the motion. Following confirmation from Ms. Zipko that she would not benefit financially as a result of the application being approved, and Solicitor Makel confirming that there is no conflict of interest that should prohibit Ms. Zipko from voting, the motion passed on a unanimous voice vote.

9G: Motion Directing the Planning Commission to Review and Recommend Possible Changes to the Township's Zoning Code Related to Oil and Gas Drilling Regulations

Township Manager Stanick reported that following its consideration of the Conditional Use Permit Application submitted by Range Resources, the Planning Commission recommended the Board of Supervisors direct it to review the Township's Oil and Gas Drilling regulations to consider the requirement that any future water impoundment facilities only be allowed to serve the well pad on which it is located. He also reported that it is being requested by Supervisor Luketich that the Board also direct the Planning Commission to review the Township's regulations regarding drilling in the A-1 Agricultural Zoning District.

Mr. Burns moved to direct the Planning Commission to review and recommend possible changes to the Township's Zoning Code related to oil and gas regulations. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9H: Public Hearing to Consider an Ordinance Amending Chapter 245 of the Zoning Code and Zoning Map to Create a new R-5 Zoning District and to Identify Uses Permitted in the R-5 District

Township Solicitor Makel opened the Public Hearing. Township Manager Stanick reported that as a condition of the Consent Order with Chapman Properties, filed on October 3, 2019, presented for the Board's consideration is an ordinance amending the Zoning Code and Map to establish an R-5 Zoning District adjacent to Tanger Blvd. He highlighted that on November 7, 2019, following the Planning Commission's review and discussion, it unanimously recommended the Board approve the proposed R-5 District ordinance as presented. He stated that in preparation for the Public Hearing on November 19th, a legal advertisement was published in the October 28th and November 4th editions of the Observer-Reporter, as well as provided to the Washington Co. Planning Commission and a notice sent to the property owner (dated October 16th).

Township Manager Stanick reported that in October 2017, Racetrack Road Development L.P., Mulach Steel Corp. and Shelby Corp. (collectively, "Chapman") filed a petition with the Court of Common Pleas for a Board of Viewers ("Eminent Domain Litigation") in response to the 2016 decision of the Township denying the proposed Master Plan for the proposed Southport Business Park. He reported that since that time, the Township and Chapman have worked together to come to a resolution on this matter resulting in the following conditions of a mutually agreed upon Consent Order (filed on October 3, 2019):

- The acceptance of a Deed of Dedication for Tanger Blvd. to become a public street; and
- The creation of the R-5 Zoning District and preservation of the C-3 Zoning District.

He highlighted that upon the completion of the aforementioned actions, Chapman will discontinue the Eminent Domain Litigation.

In addition, Township Manager Stanick reported that at its meeting on September 24, 2019, the Board of Supervisors accepted the Deed of Dedication for Tanger Blvd. to become a public street. He stated that this action allows for the future development of the Southport Business Park under the Revised Master Plan, which was approved per the terms of the Consent Order. He highlighted that pursuant to the Revised Master Plan, the 152-acre Business Park will be comprised of 9 lots, three of which will be zoned R-5 and the remaining lots are to be maintained as C-3. He also highlighted that as the Business Park is developed, Southport Dr. will also become a public road.

Township Manager Stanick continued by reporting the existing C-3 District was originally created to accommodate shopping, lodging, entertainment and supporting facilities that are regional attractions and tourism destinations in areas immediately accessible to the regional highway network and the Meadows Race Track. He stated that in 2015, it was determined the C-3 District

was being underused and underserved and, with Ordinance 2-2015, the Township amended the Zoning Code, upon the submission of an application from Chapman, to rename the C-3 District as the “Mixed Use” District allowing additional uses, including light manufacturing.

He highlighted a compromise between the Township and Chapman regarding the land use adjacent to the R-4 District (Strabane Manor) resulted in the establishment of the R-5 District, an approximately 66-acre area of Parcel No. 600-001-00-00-0013-00. He reported that the Board determined this area is not suitable for light manufacturing as permitted in the C-3 District and is more suitable for other types of uses as currently permitted in the R-4 District. He stated that in order to allow a more transitional zoning and land use pattern, the R-5 District (high density residential/mixed-use) was created to buffer the existing R-4 District from light manufacturing uses that are permitted in the C-3 District.

Township Manager Stanick concluded noting with the establishment of the standards and associated land uses for the R-5 District, an amendment to the Township’s Zoning Map will also be made illustrating the 66-acre area comprising the R-5 District.

Township Manager Stanick continued by reviewing the proposed uses, highlighting that they are consistent with the Township’s Comprehensive Plan. He then reviewed the following objectives of the Comprehensive Plan which would be accomplished with the establishment of the proposed R-5 Zoning District: i) Land Use and Housing Vision (objectives 1&4); ii) Economic Vitality Vision (objective 5); and iii) Community Resources Vision (objective 10).

Mr. Burns moved to place the following exhibits into the Public Record: Exhibit A) The proposed Ordinance establishing an R-5 Zoning District and Associated Land Uses, Exhibit B) Legal Notices placed in the Observer Reporter on October 28th and November 4th, Exhibit C) Notice of Public Hearing set to Race Track Road Development (dated November 16, 2019), and Exhibit D) Township Zoning District Map containing R-5 Zoning District. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Ms. Alice Mitinger, representing Chapman Industries, LLC, stated that her client supports the proposed Zoning and Map Amendments.

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

Mr. Burns moved to approve the proposed Ordinance and Zoning Map establishing an R-5 Zoning District and associated land uses. Mr. Moore second the motion. The motion passed on a unanimous voice vote.

9I: Motion Approving the Proposed 2020 Tentative Annual Budget

Township Manager Stanick presented for the Board’s consideration the 2020 Tentative Annual Budget. He highlighted that should the Board approve the Proposed Tentative Budget, a legal

notice, pursuant to State law, will be published in the Observer-Reporter advising the Budget is available for public inspection at least 20 days before final approval (December 10th). Township Manager Stanick stated the proposed Budget addresses the following: 1. The financial requirements for the construction, maintenance, repair and improvements of roads and stormwater facilities; 2. The financial obligations of the Township to provide zoning protection, legal services and general government services; 3. The financial requirements to provide public safety to residents and businesses; including: police protection, emergency management and fire protection services (in partnership with the South Strabane Volunteer Fire Department); 4. Long-Term debt service undertaken by the Township for the construction of the Police Station and the Public Works Facility; 5. Capital projects and expenses to implement designated capital projects, along with the personnel and contracted entities to provide services beyond Township organizational capabilities; and 6. The allocation of resources consistent with the Township's 2017 Comprehensive Plan.

Township Manager Stanick reported that the General Fund Budget projects \$6,891,989 in total revenues and budgets the same in expenditures establishing a balanced budget for the 2020 calendar year. He highlighted that this is a 15.52% increase from the Estimate Actual Revenues for 2019. He reported that a significant portion of this increase is due to funds not being expended in 2019 and being carried over to 2020 because of the delays in production of the 2020 Ford Explorer Interceptors and the construction of the Public Works Cold Storage Building that will not be complete until 2020. He noted that it is important to know that this projection does not include any short-term debt proceeds or additional long-term debt service next year; however, a 0.1 mill adjustment to the Township's Real Estate Tax is planned providing for increased revenue of \$126,009. He highlighted that the increase in Real Estate Tax Revenue is reflective of: i) increased wages for Police and Public Works employees as a result of renewed labor contracts, adjustments to salaries for Non-Uniform exempt employees as the Township continues to professionalize Administrative staff, as well as planned increases for Firefighters once the union contract is finalized after the first of the year and the hire of one additional Firefighter; ii) compliance with the requirements of the Township's Municipal Separate Storm Sewer System ("MS4") Permit, an unfunded mandate implemented by the PA Department of Environmental Protection that requires the Township to reduce pollution (typically, sediment removal) in the streams that flow into the Chartiers Creek Watershed; iii) increased pension obligations for Police, Fire and Non-Uniform Pension Plans as a direct result of Ordinance #1-16, an ordinance amending the Fire Pension Plan, that was a requirement of the arbitration award with the Firefighters, Local 5006 for the 2015-2018 contract term; iv) reestablishing the replacement schedule for vehicles and large equipment; and v) avoiding reliance on one-time and restricted revenue sources (building permits/plan review and Act 13 funds, respectively).

Next, Township Manager Stanick reported the Real Estate Tax for 2020 will be adjusted to 1.1 mills (or a multiplier of .0011) for a total projection of \$1,338,716. He noted that based on a property value of \$200,000, a resident will pay approximately \$220 (or \$20 more) for the Township's share of the property tax bill. He highlighted that as of 2020, the Township will only comprise 6.40% of a resident's tax bill. He also reported that the average millage rate of neighboring Washington County communities is 1.1059, 0.5% greater than the Township. He continued by highlighting the 2020 assessed taxable valuation of all property in the Township is

\$1,225,167,615, an increase of 1.12% over 2019, and below 2018 by 0.22% (as reported by Washington County at this time).

Township Manager Stanick continued by reporting the 2020 revenue projection is also based on increases to the Township's Comprehensive Fee Schedule (Fee Schedule) to reflect greater consistency in the costs the Township incurs to provide specific services. He highlighted that the changes to the Fee Schedule include adjustments to the park pavilion rental and ballfield reservation fees, consolidation and simplification of sign permit and fire inspection fees, increases to false alarm fees, increased administrative fees for lien letters and dye test certifications, the establishment of a fee for zoning verification letters, as well as the establishment of an escrow-based fee structure for land development, zoning variances, conditional use permits and text and map amendments.

Additionally, Township Manager Stanick reviewed the following tax and non-tax revenues received by the Township each year: i) Gaming Fund, ii) Act 13 Fund, iii) Act 101 Recycling Fund, iv) Capital Improvements Fund, v) Liquid Fuels Fund, and vi) Fire Relief Fund. He noted that the aforementioned revenues received from the Commonwealth must be accounted for separately from the General Fund. He highlighted that revenues from these funds are being used to not only support operational costs that are typically covered by the General Fund, but also special projects that are eligible and qualify under certain requirements.

Township Manager Stanick next reported that the budgeted General Fund expenditures for 2020 are \$6,891,989, an increase of 5.62% from 2019. He highlighted this change is the direct result of personnel services, including wages benefits and insurance, capital expenditures and investment and meeting the minimum municipal obligation for Non-Uniform, Fire and Police pension plans.

The following summarizes expenditure increases for the proposed Budget:

- **Personnel Services including wages, benefits and insurance:**
 - Personnel changes for 2020 include: hiring one additional firefighter following the planned establishment of two full-time Code Enforcement Officers in the Code Enforcement, Planning and Zoning Department.
 - Wage increases to adjust for union anniversary increases over prior year and merit increases for non-union staff.
 - The Township was successful in restructuring the medical plan offered to Public Works and nonunion staff, and in 2020, the Township will move employees to a \$250/\$500 deductible plan and the Township will cover the deductible. Additionally, as a result of the Police contract, increases to employee contributions took effect in 2019 at 12% and will increase to 12.5% in 2021. The Township continues to engage with Firefighters on establishing a low deductible plan that is covered by the Township.

- **Capital Expenditures and Investment:**

- **Information Technology** – build upon the Township’s new network infrastructure and link PCs across the organization - 10,000; and upgrade the video and recording equipment in the Board Meeting Room – 11,000.
- **Municipal Building** – conduct a feasibility study for the Municipal Building to plan for future space - \$25,000; and through the Township’s Community Development Block Grant funding, enhance ADA accessibility throughout the building - \$71,400.
- **Administration** – improve communications with residents by publishing quarterly newsletter - \$12,000; create efficiencies and increase customer service with establishing online park/pavilion rental payment portal - \$5,500; and improve resident engagement by implementing Code Red Alert service - \$3,000.
- **Stormwater MS4** – Engineer Design Services (Manifold Rd. Streambank and Floodplain Restoration Project) - \$100,000.
- **Public Works** – lease to own option for 2019 HV507 International Truck (Yr. 2) - \$43,715; lease to own option for 2020 Ford 550 – \$30,467 (Yr. 1); lease to own option for new Tiger Mower and Tractor - \$53,208 (Yr. 1); complete the construction of a cold storage facility - \$173,500;
- **Park & Recreation** – Phase 5b Community Park Project (restrooms, kitchen, and walking trail - \$163,000; and Community Park Master Plan update - \$35,000.
- **Police** – lease to own option for five 2020 SUV Ford Interceptors - \$68,220; Police Officer body cameras - \$34,0374 (\$17,187 Act 13/\$17,187 Grant); and Department issued handguns and ammunition and body armor - \$15,600.
- **Fire** – purchase of Turn Out Gear - \$23,800; and Strategic Planning Initiative with Volunteer Fire Department - \$27,000.
- **Code Enforcement, Planning and Zoning (CEPZ)** – 2020 Ford Escape - \$25,860
- **Liquid Fuels Fund** – paving and seal coating - \$388,550; snow/ice removal - \$130,900; streetlights - \$23,000; and stormwater, including sewer pipe lining program - \$50,000.

- **Pension Costs:**

The Township’s 2019 Minimum Municipal Obligation (MMO) was a total of \$511,797, \$227,270 of which was paid using General Fund revenues and reflects a 500% increase in using General Fund revenues to fund pension obligations. At this time, in 2020 the MMO will be \$540,162 a 5.54% increase over 2019. The 2020 figure below for Police is reflective of the 2019 valuation and the MMOs for Non-Uniform and Fire are still reflective of the 2017 valuation used to determine the Township’s obligation.

Pension Plan	2018 MMO	2019 MMO	2020 MMO	% Change from 2019 - 2020
Non-Uniform	\$57,864	\$65,996	\$62,288 (2017)	-5.61%
Fire	\$17,174	\$125,628	\$119,479 (2017)	-4.89%
Police	\$280,366	\$320,173	\$358,395 (2019)	+11.94%
Total	\$355,404	\$511,797	\$540,162	+5.54%

The increase from 2018 to 2019 is the result of Ordinance #1-16, an ordinance amending the Fire Pension Plan, that was a requirement of the arbitration award with the Fire Fighters, Local 5006 for the 2015-2018 contract term. As of December 31, 2019, after the 2019 MMO has been paid, the funding levels of the Township's pensions are anticipated to be: Police at 93.45%, Fire at 59.16%, and Non-Uniform at 89.19%.

It is anticipated the Police pension will emerge from Distress Level 1 as of December 31, 2019 and the Non-Uniform pension may very well emerge too. The Fire pension will have moved up from Distress Level 3 to Level 2 solely on higher contributions by the Township from the General Fund. Over the past year, the Township has developed a planning tool to better assist in understanding State Aid contributions and the impact that can be anticipated on the General Fund in the future.

Township Manager Stanick concluded by stating that over time, the Township's budget document will continue undergo changes to its format and design. He noted the changes seek to: increase transparency, create consistency with the State's Chart of Accounts for line item classification codes, establish separate governmental funds to provide a more accurate picture of non-General Fund revenues and expenses, as well as enhance the format to facilitate understanding of the Township's financial goals and overall position. He highlighted that this year the Budget includes two additional funds: i) the Capital Improvement/Vehicle & Equipment Fund; and ii) the Act 101 Recycling Fund that will help the Township better track a growing interest in funding sustainability programs. He stated the other component included this year is the Capital Improvement and Vehicle and Equipment Plan. He reported this plan identifies the projects that have been identified by the Board, community and Staff and reports the status of each project, the funding source and provides a five-year projection that will greatly improve the Township's ability to plan and fund large scale projects and purchases. He stated that additionally, the Budget was restructured this year to include Personal Services (personnel taxes and benefits, as well as pension costs per each Department to allow a better reflection of the true costs for services. Township Manager Stanick thanked the Township's Department Heads, Administrative Staff, and the Board of Supervisors for their assistance in the crafting of the proposed Budget.

Mr. Burns moved to publicly advertise the proposed 2020 Budget as presented. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9J: Resolution Approving the 2020 Comprehensive Fee Schedule

Assistant to the Township Manager Connors presented for the Board's consideration the proposed 2020 Comprehensive Fee Schedule ("Schedule"). He reported that the Schedule covers fees for services involving all components of the Township, some of which include zoning and land use, building, construction, fire inspection, park user fees and copies. He noted that the proposed Schedule, identified as Exhibit A in the attached resolution, was compiled following the direction received from the Board and includes changes to: i) park pavilion rental and ballfield reservation fees; ii) the consolidation and simplification of sign permit and fire inspection fees; iii) increased false alarm fees; iv) increased administrative fees for no-lien and dye test certification letters; v) the establishment of an escrow-based fee structure for zoning variances, conditional uses, text

amendments, zoning map amendments, and special exceptions; and vi) the establishment of a fee for zoning verification letters.

Mr. Burns moved to approve the 2020 Fee Schedule as presented. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9K: Resolution Amending the Firefighter Hiring Policy and Process

Township Manager Stanick presented for the Board's consideration a Resolution amending the Township's Firefighter Hiring Policy and Process that reflects the following:

- a) Grows the pool of eligible candidates by allowing new hires to obtain CDL licensing within 6 months of hire;
- b) Streamlines process by requiring candidates to submit supporting documentation for military experience, education or fire service experience by the application deadline and not after interviews; and
- c) Creates efficiencies by extending the life of the Eligibility Register from one year to two years.

Township Manager Stanick reported that after polling the Board and finding it acceptable to start the recruitment process with the aforementioned changes, the Board is asked to approve the attached Resolution amending the policy accordingly.

Mr. Burns moved to approve a Resolution amending the Firefighter Hiring Policy and Process. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9L: Motion Approving the Joint Purchase of a Truck with the South Strabane Volunteer Fire Department

Township Manager Stanick reported that at its Budget Meeting on October 17th the Board reviewed a request for funding with representatives of the South Strabane Volunteer Fire Department for the 2020 Calendar Year. He stated that following a discussion, the Township offered to assist in the purchase of a brush truck for the Volunteer Fire Department. He next stated that at its monthly meeting on November 6th, he had presented the request from the Township to the entire membership. He reported that a vote was taken and the Volunteer Fire Department approved the joint (50/50) purchase of a 2019-yr. 3500 Tradesman Crew Cab 4x4 Truck with the Township, which will cost approximately \$22,500 and \$45,000 overall. He concluded by highlighting the vehicle will be purchased from the Co-Stars authorized dealer, Tri-Star Chrysler Dodge Jeep Ram Fiat of Indiana, PA.

Mr. Burns moved to approve the joint purchase of a truck with the South Strabane Volunteer Fire Department. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9M: Resolution Requesting a PA Small Water and Sewer Program Grant for the Manifold Road Streambank and Floodplain Restoration Project

Township Manager Stanick reported that the PA Small Water and Sewer Program (“Program”) was established in 2016 and authorizes the Commonwealth Financing Authority to award grants to municipalities and authorities for water, sewer, storm water and flood control projects (between \$30,000 and \$500,000). He highlighted that with the assistance of MS4 Engineer Sarah Boyce it has been determined that the Township’s Manifold Road Streambank & Floodplain Restoration Project (“Project”) qualifies for funding under the Program. He stated the Project involves the restoration of a streambank and floodplain along Manifold Road for the purposes of reducing sedimentation, improving water quality, reducing seasonal flooding and complying with the PA DEP MS4 Program requirements.

He highlighted that with the cost of the Project estimated at \$1.2 million, the Township is currently seeking the following:

Local Share Account	\$400,000 (submitted and pending)
PA Small Sewer and Water Program	\$500,000 (preparing and ongoing)
PA H2O Flood Control Program	\$552,500 (preparing and ongoing)

Township Manager Stanick requested the Board of Supervisors approve the attached Resolution requesting \$500,000 through the PA Small Sewer and Water Program. He noted that the deadline for the grant application is December 13th. He concluded by reporting because similar information has already been prepared for the LSA grant application, it is anticipated services for grant writing from Widmer Engineering will not exceed \$1,000.

Mr. Burns moved to approve the Resolution requesting a PA Small Sewer and Water Grant for the Manifold Road Streambank and Floodplain Restoration Project. Mr. Moore seconded the motion. Following confirmation from Ms. Zipko that she would not benefit financially as a result of the grant application, and Solicitor Makel confirming that there is no conflict of interest that should prohibit Ms. Zipko from voting, the motion passed on a unanimous voice vote.

Township Manager Stanick noted the floodplain restoration portion of this project would be on property east of Berry Rd.

9N: Resolution Requesting an H2O PA Flood Control Grant for the Manifold Road Streambank and Floodplain Restoration Project

Township Manager Stanick reported that the H2O PA Flood Control Program (“Program”) was established in 2008 and authorizes the Commonwealth Financial Authority to provide single-year or multi-year grants for flood control projects, specifically projects involving the construction, improvement, repair or rehabilitation of all or part of a flood control system. He stated that with the assistance of MS4 Engineer Sarah Boyce it has been determined that the Township’s Manifold Road Streambank & Floodplain Restoration Project (“Project”) qualifies for funding under the Program. He highlighted the Project involves the restoration of a streambank and floodplain along

Manifold Road for the purposes of reducing sedimentation, improving water quality, reducing seasonal flooding and complying with the PA DEP MS4 Program requirements.

Township Manager Stanick stated that with the cost of the Project estimated at \$1.2 million, the Township is currently seeking the following:

Local Share Account	\$400,000 (submitted and pending)
PA Small Sewer and Water Program	\$500,000 (preparing and ongoing)
PA H2O Flood Control Program	\$552,500 (preparing and ongoing)

He noted that the deadline for the grant application is December 13th. He concluded by stating due to the more technical nature of this grant, an amount not to exceed \$2,000 will be used to engage Ms. Boyce of Widmer Engineering in writing the application.

Mr. Burns moved to approve the Resolution requesting a PA H2O PA Flood Control Grant for the Manifold Streambank and Floodplain Restoration Project. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

90: Motion Authorizing the Advertisement for a Certified Public Accountant to Perform the Township's Calendar Year 2019 Audit

Township Manager Stanick reported that pursuant to Section 917(b) of the Second-Class Township Code, the Township may appoint a Certified Public Accountant (CPA) to perform the annual audit in place of Elected Auditors. He stated that in addition, a notice of the Township's intent to appoint a CPA to perform the annual audit must be published once at least 30 days before a vote is taken to appoint a CPA.

He concluded by reporting that should the Board approve the publication of a notice, the appointment of a CPA will be advertised in time to consider an appointment at the January 6, 2020 Organizational Meeting.

Mr. Burns moved to authorize the advertisement for a Certified Public Accountant to perform the Township's Calendar Year 2019 Audit. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

9P: Motion Appointing a Member of the Green Team

Assistant to the Township Manager Connors reported that Ms. Colleen Johnson of Washington Woods Drive has expressed interest in joining the Green Team. He highlighted that she is a recently retired school teacher and is passionate about community service.

Mr. Burns moved to appoint Ms. Colleen Johnson to the Green Team. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

10. ADJOURNMENT

Mr. Weber moved to adjourn the meeting. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 9:05 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager