

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

**September 22, 2020**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The September 22, 2020 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, Washington, PA 15301).

The following were present:

Board of Supervisors                      Thomas Moore, Chairman; Rich Luketich, Vice-Chairman; Bracken Burns; Mark Murphy and Bob Weber.

Also Present                                      Township Manager Brandon Stanick; Assistant to the Township Manager Patrick Conners; Township Police Chief Drew Hilk; Township Fire Chief Scott Reese; Township Engineer Kevin Creagh; and Township Solicitor Dennis Makel.

**2. PLEDGE OF ALLEGIANCE**

Chair Moore led the Pledge of Allegiance.

**3. PUBLIC COMMENT**

Mr. Tom Lonich, representing a number of residents in the Pancake neighborhood, came before the Board to request that the Board consider the Planning Commission's recommendation to review the zoning designation of the Pancake neighborhood.

Ms. Frances Shrontz of Pierce Street came before the Board to express her desire to see the Pancake neighborhood re-zoned from Commercial to Residential.

**4. CONSIDERATION OF REGULAR MEETING MINUTES – AUGUST 25, 2020**

Mr. Burns moved to approve the August 25, 2020 Board of Supervisors Regular Meeting Minutes as presented. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

**5. FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll:                                      \$ 108,492.32 (pay date of August 28, 2020)
- Payroll:                                      \$ 109,481.64 (pay date of September 11, 2020)

- General Fund: \$ 276,540.52
- Liquid Fuels Fund: \$ 7,648.00
- Total Expenditure: \$ 502,162.48**

Overtime costs for the period include:

- Police: \$ 5,043.55
- Fire: \$ 2,388.00
- Public Works \$ 1,386.00
- **Total OT:** \$ **8,817.55** (pay date of August 28, 2020)
  
- Police: \$ 5,247.21
- Fire: \$ 2,105.13
- Public Works \$ 89.48
- **Total OT:** \$ **7,441.82** (pay date of September 11, 2020)

Please know the following expenses are included for this period:

- J5 Construction (Pay Application #1 and #2 – Community Park Kitchen & Bath) \$ 93,825.00
- Municipal Employees Insurance Trust (October Coverage) \$ 53,993.83
- MRM Trust Worker's Compensation Fund \$ 31,434.09

Mr. Burns moved to approve the payroll for the periods August 9 through August 22 and August 23 through September 5 and the Bills for the period August 20, 2020 through September 16, 2020.  
Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

## 6. **ANNOUNCEMENTS**

Township Manager Stanick stated the Planning Commission will be meeting on October 1, 2020 for their Regular Monthly Meeting. He also noted the Zoning Hearing Board will be meeting in October for the consideration of a Temporary Use. He also noted that the annual curbside leaf and limb collection dates and regulations would be advertised in the coming weeks in the Observer-Reporter and on the Township's website and Facebook pages.

## 7. **TOWNSHIP REPORTS**

### **Municipal Separate Storm Sewer System (MS4) Report**

Chair Moore 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.

Township Manager Stanick reported that the Township will be submitting their annual MS4 report by September 30, 2020. There were no comments from the Public.

### **Township Solicitor's Report**

Township Solicitor Makel noted that the Board had met in an Executive Session prior to the meeting to discuss potential litigation and personnel matters.

### **Township Manager's Report**

#### ACT 101 Recycling Performance Grant

Township Manager Stanick reported that since 1992, through the Act 101 Section 904 Performance Grant Program ("Program"), municipalities are provided an opportunity to seek direct grant reimbursement for existing recycling programs and initiatives. He highlighted that grant awards are tied to the overall tonnage of approved materials collected by a municipality, which includes commercial and residential properties in the Township. He stated that approved materials factored into the calculations include paper, cardboard, aluminum and bi-metal cans, designated plastics, glass, and organic waste. He reported that since 2013, the Township has been awarded a grant reimbursement averaging \$9,402, with the highest award being in the amount of \$11,672.00 for materials collected in 2018. He stated that on September 2, 2020 the Township was awarded \$24,032.09 through the Program for materials collected in 2019. He continued by noting between 2018 to 2019, the Township increased its reported tonnage by 169%. He reported that the increase in funding is a direct result of: i.) enhanced communication with residents & businesses; ii.) diligent record keeping and reporting processes; and iii.) the establishment of more robust programs promoted by the Green Team such as glass recycling and glass collection events. He concluded by stating moving forward, Staff will continue to partner with the Green Team to build upon the progress made over the last year in pursuit of an even higher total for 2021 and beyond.

#### Fire Services Strategic Planning Initiative

Township Manager Stanick reported the Strategic Planning Steering Committee is scheduled to meet next on September 28, 2020 to review the data generated by the surveys and hold further discussions with Consultant Jerry Ozog.

#### Broadband / Sanitary Service / Water Service

Township Manager Stanick reported that earlier this year, a group of residents on the east side of the Township (Booth, Meyers, Strabane, Beagle Club, Roberts, Garber, etc.) expressed interest in having broadband (or improved services), sanitary sewer service and potable water service. He noted that the group is represented by resident Craig Uram and the Township Manager has been reviewing strategies with Mr. Uram to move forward with obtaining these public services. He invited Mr. Uram to speak further on the matter. Mr. Craig Uram of Strabane Drive came before the Board to express his desire to see public utilities, including high-speed broadband internet and public water, offered to residences in more rural areas within the Township. He cited with the current Pandemic, many residents are forced to work and educate remotely, which cannot be done reliably with the current internet access and availability. He concluded by highlighting that approximately 35 residents have signed a petition asking the Township to advocate for expanded utility access.

### **Township Engineer's Report**

#### Community Park Kitchen and Bathroom 2020-01

- Township Engineer Creagh stated that J5 Construction has poured the footer and started work on the block for the Community Park Kitchen and Bathroom Project. He noted that KLH is working with their electrical subcontractor and Penn Power for the new electrical service. He highlighted that they have submitted Pay Application #2 in the amount of \$57,825.00 and it will be before the Board this evening for potential review and approval.

#### Quarry Road 454-011

- Township Engineer Creagh reported that Columbia Gas and South Strabane Township have reached a financial settlement regarding the Quarry Road slip. He stated that KLH will be working with Township Public Works to resolve this long-standing issue.

#### Garber Road

- Township Engineer Creagh stated KLH will be revisiting the Garber Road earth movement issue in the near future. He noted a scope of work for repairing it has been developed previously for the Township.

#### Planning Commission

- Township Engineer Creagh reported that KLH reviewed the Cregut Glass subdivision plans in preparation for the September 3<sup>rd</sup> Planning Commission Meeting. He noted the applicant's consultant was unable to address the required revisions in time for this month's meeting and will be before the Board at the October meeting.

#### **Secretary/Treasurer's Report**

The following items have been received or issued between August 22, 2020 and September 18, 2020:

#### **Minutes and Agendas:**

- a) Sanitary Authority Regular Meeting Minutes – July 22, 2020;
- b) Planning Commission Regular Meeting Minutes – August 6, 2020;
- c) Green Team Meeting Minutes – August 15, 2020;
- d) Sanitary Authority Meeting Agenda - August 26, 2020;
- e) Green Team Agenda – September 17, 2020; and
- f) Planning Commission Meeting Agenda – October 1, 2020.

#### **Reports and Publications:**

- a) Finance Report – August 2020;
- b) Fire Department Report – August 2020;
- c) Volunteer Fire Department Financial Report – August 6 – September 2;
- d) Public Safety Department Report – August 2020;
- e) Police Department Report – August 2020;
- f) Tax Collector's Report & Interim Collection Only – August 2020;
- g) Animal Control Officer's Report – August 2020;
- h) MS4 Report – August - October 2020;

- i) Township Engineers Report – September 22, 2020;
- j) Costars Connection – Summer 2020; and
- k) *WEWJA 2<sup>st</sup> Quarter Financial Statement ending June 30, 2020.*

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

## **8. UNFINISHED BUSINESS**

### **8A: Public Hearing to Consider an Ordinance Amending the Township’s Outdoor Fire Burning Ordinance (tabled)**

The item remained on the table.

### **8B: Resolution Approving a Development Agreement with J. Angelides Enterprises, LP for Revised Phase 4 of the Bradford Run Planned Residential Development (tabled)**

The item remained on the table.

### **8C: Resolution Accepting Certain Public Improvements in Phase 1 of the Bradford Run Planned Residential Development (tabled)**

The item remained on the table.

## **9. NEW BUSINESS**

### **9A: Motion to Terminate/Cancel Contract with Jet Jack, Inc.**

Township Solicitor Makel reported that during their Regular Meeting on October 22, 2019 the Board of Supervisors approved a contract with Jet Jack, Inc. of Oakdale, PA to perform cure in-place pipe lining within the Township. He highlighted that after numerous failed communications with the Township Engineer and past deadlines, it is recommended that the Board rescind the contract with Jet Jack, Inc. for failure to proceed with the notice to proceed per the Township Engineer’s request.

Mr. Burns moved to rescind the contract with Jet Jack, Inc. for the Cure In-Place Pipe Lining Project. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

### **9B: Motion Authorizing Dog Grooming as a Home Occupation for the Property Located at 1660 Pierce Street**

Township Manager Stanick reported that the Township is in receipt of a request from Ms. Marianne McFarlane (Property Owner) to allow a dog grooming business as a Home Occupation for the property located at 1660 Pierce St. (Property). He noted the Property is located in the R-4 Residential District in the Pancake Neighborhood. He highlighted that pursuant to the Zoning Code, Home Occupations are permitted as a Conditional Use in the R-4 Zoning District; however, Dog Grooming is not identified in the Zoning Code (per Section 245-129Q) as a permitted Home Occupation. HE noted that pursuant to Section 245-129R, the acceptability of any proposed Home Occupation not specifically listed shall be determined by the Board of Supervisors in accordance with specific standards.

He continued by reporting that the Property Owner has submitted information for the Board's consideration addressing the standards set forth in the Zoning Code. He stated that following Staff's update regarding this matter, it is recommended the Board: i) request the Property Owner present the request, ii) ask questions of the Property Owner, iii) seek public comment (neighbors may be in attendance either in support or opposition to this request), iv) discuss and v) either:

- Move to authorize Dog Grooming as a Home Occupation at the Property pursuant to the application materials submitted; or
- Move to authorize Dog Grooming as a Home Occupation at the Property pursuant to the application materials submitted with conditions; or
- Move to deny the request to allow Dog Grooming as a Home Occupation at the Property.

Ms. Marianne McFarlane came before the Board seeking authorization to conduct a dog grooming business as a home occupation at 1660 Pierce Street. She highlighted that her business takes up much less than the permitted 20% of gross floor area within her dwelling for home occupations. She explained the scope of her operation highlighting that her clients will often drop off their pet and return once the appointment has concluded. She next noted her hours of operation citing that the majority of her clients schedule appointments during the work week.

Township Solicitor Makel noted that if the Board were to approve the home occupation, they may want to outline conditions for it moving forward. Mr. Stanick noted that the home occupation standards outlined in Section 245-129 of the Township's Code have been addressed and were provided to the Board for review. Chair Moore next invited interested parties to speak on the matter.

Ms. Betty Haney of Pierce Street came before the Board to highlight her concerns with the existing home occupation. She noted that she does not want to see the business shut down. She highlighted that Ms. McFarlane's clients often park along Pierce Street and in front of her residence. She stated that vehicles often speed along Pierce Street reporting that many of the culprits seem to be Ms. McFarlane's clients. She continued by stating the applicant is under reporting the hours of operation and the total number of clients that patronize the business. She also stated that Ms. McFarlane employs someone outside of her residence to assist with the home occupation, which is a direct violation of the stated conditions.

Ms. Jodie Early of Amwell Township came before the Board reporting that she is training under her sister, Ms. McFarlane, to become a certified groomer. She highlighted that she is not monetarily compensated for her assistance. Mr. Weber inquired as to the length of Ms. Early's training. Ms. Early stated that she has trained for approximately 8 months and would continue to do so for several more. Mr. Luketich inquired how many dogs are groomed during a typical shift. Ms. Early stated 6 dogs are typical per day. She noted that on occasion, multiple customers are on the premises while dropping off/retrieving their pet. Mr. Luketich stated that public parking is legal on Pierce Street. Mr. Weber inquired if Ms. McFarlane needed a sign for her business. Ms. McFarlane stated that she currently does not have a sign and does not anticipate the need for one citing a vast majority of her clients are repeat customers.

After some discussion, Mr. Burns moved to authorize a dog grooming home occupation for the property located at 1660 Pierce Avenue with the conditions that home/business owner encourage clients to park off of the street and any changes to the hours of operations be referred to the Board of Supervisors for consideration. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9C: Motion Approving an Agreement with Columbia Gas Co. for the Repair of Quarry Road**

Township Manager Stanick reported that in 2009, a contractor for Columbia Gas Co. (“Company”) performed a pipeline replacement project along Quarry Rd. He noted that since that time Quarry Rd. has sustained damage resulting in unsafe travel conditions requiring the road to be repaired. He highlighted that most recently, over the course of several meetings with Company representatives, in addition to core sample testing of the soils beneath the road, the Company is seeking to settle this matter by paying the Township \$12,000 (set forth in the attached Agreement). He continued by noting the monetary amount is reflective of an estimate prepared by Township Engineer Kevin Creagh. He concluded by reporting Township Solicitor Makel has reviewed the Agreement and finds it satisfactory for the Board’s acceptance.

Mr. Luketich moved to approve an Agreement with Columbia Gas Co. for the repair of Quarry Road. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

**9D: Motion Authorizing the Advertisement of a Public Hearing to Consider an Ordinance Establishing Flint Dr./Moccasin Dr. as a Three-Way Stop Intersection**

Township Manager Stanick reported that the Township is in receipt of a request from resident Mr. Jeff Massetti for the installation of a stop sign at the Mocassin/Flint intersection (Intersection) in Strabane Manor. He noted that Mr. Massetti has circulated a petition with 26 signatures requesting a stop sign at the Intersection. He highlighted that currently, the Intersection is a two-way stop intersection with traffic stopping on Flint. He continued by reported there is no stop sign on Moccasin when turning onto Flint. He stated that upon receipt of the request, Police Chief Hilk was asked to evaluate the request, a copy of which is attached for the Board’s information.

He stated that should the Board desire the installation of a stop sign at this location, it is recommended the Board authorize the advertisement of a Public Hearing to consider an ordinance establishing the Intersection as a three-way stop intersection for the October 27<sup>th</sup> meeting. He continued by noting after having reviewed the Township’s Municipal Code regarding the authorization and placement of street signs for local roads, it became evident that the Township does not have a traffic schedule and the current language in the Code could be improved. He stated with that being the case, and should the Board concur, Staff will prepare a comprehensive traffic schedule (data is already collected) ordinance that sets forth stop intersections, speed limits, one-way streets, yield streets, parking hours, etc. He highlighted that this ensures that traffic regulations throughout the Township are clear, specific and remain enforceable.

He concluded by reporting, at the request of Supervisor Luketich, Staff has conducted a cursory review of the regulations regarding the establishment of weight limits on local roadways, as some regulations may be out of date. Staff will further review to ensure compliance with State Law.

Mr. Jeff Massetti of Flint Drive advised that the reason for the petition is to stop traffic at the intersection because of the number of children in the neighborhood has increased. He thanked the Board for considering the request.

Mr. Burns moved to authorize the advertisement of a Public Hearing to consider an Ordinance establishing Flint Drive/Moccasin Drive as a three-way stop intersection. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9E: Resolution Amending the Police Department Policy and Procedures Manual by Adopting Comprehensive Updates to the Approved Weapons, Less Lethal Impact Munitions, and Counterfeit Note Investigation Procedures**

Chief Hilk presented for the Board's consideration updates to the Township Police Department Policy and Procedures Manual regarding following:

1. General Order 3.10 – Approved Weapons
2. General Order 3.11 – Less Lethal Impact Munitions
3. General Order 4.16 – Counterfeit Note Investigation Procedures

Mr. Burns moved to approve a Resolution amending the Police Department Policy and Procedures Manual by adopting comprehensive updates to the Approved Weapons, Less Lethal Impact Munitions, and Counterfeit Note Investigation Procedures. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9F: Resolution Authorizing Submission of a Grant Application through the Ben Roethlisberger Foundation**

Chief Hilk presented for the Board's consideration a request seeking authorization to apply for funding to assist in the procurement a Police K-9 through the Ben Roethlisberger Foundation.

After a brief discussion, Mr. Burns moved to approve a Resolution Authorizing submission of a Grant through the Ben Roethlisberger Foundation to apply for funding to assist in the procurement of a Police K-9. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

**9G: Motion Establishing Trick-or-Treat Hours on October 31, 2020 from 5:30 to 7:00 p.m.**

Township Manager Stanick reported the purpose of the item before the Board is to request the Board consider setting Trick-or-Treat hours from 5:30 to 7:00 p.m. on Saturday, October 31, 2020. He highlighted 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.

Additionally, he noted that should the Board move forward in designating Trick-or-Treat hours this year, Staff will advertise with the following messaging:

- IF you wish to participate, turn ON your porch light.
- IF you do NOT wish to participate, turn OFF your porch light.
- PLEASE only visit homes with their LIGHT ON
- Please practice safe choices while Trick or Treating:
  - Wear a mask/gloves/carry hand sanitizer



- Avoid large groups
- Distribute candy outside from your porch or driveway
- Practice Social Distancing by staying 6 ft. apart

Mr. Burns moved to establish Trick-or-Treat hours on October 31, 2020 from 5:30 to 7:00 p.m. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

#### **9H: Motion Authorizing a Police Officer Recruitment Process**

Chief Hilk reported that in recent months, the Township has nearly exhausted the approved list of qualified candidates to fulfil potential openings within the South Strabane Township Police Department. He stated that in preparation to compile an updated list of candidates, it is requested that the Board authorize he and Township Manager to begin the hiring process.

Mr. Burns moved to authorize a Police Officer Recruitment Process. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

#### **9I: Motion Granting a Moratorium on Enforcement of Section 245-159 of the Township's Zoning Code Regarding Temporary Uses Specific to Outdoor Dining**

Township Manager Stanick presented for the Board's request from Township Staff regarding the enforcement of outdoor dining regulations pursuant to Section 245-159 of the Zoning Code. He stated that over the past several weeks, several restaurants in the Township have established outdoor dining areas within their parking lots due to the occupancy restrictions put into effect by the Commonwealth. He highlighted that the Zoning Code allows temporary uses, such as outdoor dining, pursuant to the granting of a Special Exception by the Zoning Hearing Board. He stated that due to the Township's large restaurant base and to better streamline this review process, it is recommended the Board:

- Grant a moratorium on the enforcement of Section 245-159 of the Zoning Code regarding temporary uses specific to outdoor dining for a period of six months with the condition that restaurants comply with Section 245-159 of the Zoning Code and all site plans are approved by the Fire Chief and Township Manager/Zoning Officer.

Mr. Burns moved grant a moratorium on enforcement of Section 245-159 of the Township's Zoning Code regarding Temporary Uses specific to outdoor dining with the condition that restaurants comply with Section 245-159 of the Zoning Code and all site plans are approved by the Fire Chief and Township Manager/Zoning Officer. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

#### **9J: Motion Appointing a Full-Time Firefighter**

Fire Chief Reese reported that a Firefighter Interview Committee reconvened on September 17<sup>th</sup> and interviewed four candidates for the position of Firefighter. He noted that he, Supervisors Luketich and Murphy, and Assistant to the Township Manager Connors were present for the interview and stated that the Committee recommends the hire of Nathan Kristoff for the position of full-time firefighter.

Mr. Burns moved to appoint Mr. Nathan Kristoff for the position of full-time firefighter. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9K: Resolution Recognizing October 4 – 10, 2020 as Fire Prevention Week in South Strabane Township**

Township Manager Stanick reported the Week of October 4 – 10, 2020 has been designated as Fire Prevention Week by the National Fire Protection Association (NFPA). He highlighted that the NFPA annually designates a week during the month of October to recognize the events of the Great Chicago Fire of 1871 which killed more than 250 people and left more than 100,000 homeless. He noted this observance, first declared by President Woodrow Wilson in 1922, is the longest running public safety health campaign on record. He also reported that the NFPA's theme for 2020 is Fire Safety in the Kitchen. He concluded by highlighting the Township will be distributing educational materials via its web and Facebook pages to raise awareness of Fire Safety.

Mr. Burns moved to approve a Resolution recognizing October 4 – 10, 2020 as Fire Prevention Week in South Strabane Township. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Chief Reese noted that fire inspections were postponed due to the COVID-19 Pandemic. He noted that inspections would resume at the beginning of October.

**9L: Motion Directing the Planning Commission to Review Section 245-175 of the Township Code Concerning Standards for Drive-Through Facilities**

Township Manager Stanick presented for the Board's consideration a request from Supervisor Luketich asking the Planning Commission to review Section 245-175 of the Township Code concerning drive-through facilities.

Mr. Weber moved to direct the Planning Commission to review Section 245-175 of the Township. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9M: Motion Authorizing the Planning Commission to Review the Zoning Designation of the Pancake Neighborhood**

Township Manager Stanick reported that at the Planning Commission meeting on August 6, 2020 Attorney Tom Lonich, representing a group of residents in the Pancake neighborhood, requested the Planning Commission consider asking the Board of Supervisors to authorize it to review the Zoning District designation for the portion of the neighborhood that is currently zoned C-2 General Commercial. He highlighted that this request came before the Planning Commission due to the recent approval of a Conditional Use to operate a boutique winery at 10 McCoy Lane. He noted that following a discussion regarding the matter, the Planning Commission voted 5-2 to request the Board of Supervisors authorize it to review the C-2 zoning designation in the neighborhood.

Mr. Weber moved to authorize the Planning Commission to review the zoning designation of the Pancake neighborhood. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

### **9N: Motion Accepting the Minimum Municipal Obligation for Plan Year 2021 for the Fire, Police and Non-Uniform Pension Plans**

Township Manager Stanick reported that PA Act 205 of 1984 (as amended), governs the funding requirements for all municipal pension plans. He noted the law requires the Chief Administrative Officer of each pension plan to inform the governing board of the municipality of the plan's expected financial obligation for the coming year (also referred to as the Minimum Municipal Obligation or "MMO"). He highlighted that this must be done by the last business day in September.

He continued by stating the calculation of the 2021 MMO required an estimate of the 2020 W-2 wages of the employees covered by the plan; best estimates are indicated on the attached worksheets. He reported the Township's MMO for 2020 (which will be paid in October) and the MMO for 2021 (which is approved in 2020 for payment in 2021) includes:

| Pension Plan | 2019 MMO         | 2020 MMO         | 2021 MMO         | % Change from 2020 to 2021 |
|--------------|------------------|------------------|------------------|----------------------------|
| Non-Uniform  | \$ 65,996        | \$ 62,288        | \$ 67,571        | +8.48%                     |
| Fire         | \$125,628        | \$119,479        | \$155,954        | +30.53%                    |
| Police       | \$320,173        | \$358,395        | \$383,099        | +6.89%                     |
| <b>Total</b> | <b>\$511,797</b> | <b>\$540,162</b> | <b>\$606,624</b> | <b>+12.30%</b>             |

He noted the MMO must be met with General Fund monies or any General State Aid to Municipal Pensions to which the Township may be entitled under Act 205. He highlighted that for the 2020 plan year, pension costs to the Township (to be paid in October) include:

| 2020 Anticipated State Aid (not confirmed) | 2020 Anticipated Township General Fund Expense | 2020 Total Cost | 2020 Budget |
|--|--|-----------------|-------------|
| \$300,000                                  | \$240,162                                      | \$540,162       | \$540,162   |

He continued by reporting the anticipated out-of-pocket cost for pensions in 2020 is \$240,162 (+38% increase over 2019), which is the result of the actuarial valuation performed in 2019 and 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.

Mr. Murphy moved to accept the Minimum Municipal Obligation for Plan Year 2021 for the Fire, Police, and Non-Uniform Pension Plans. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

### **9O: Motion Discontinuing the Sale of Leaf Bags**

Township Manager Stanick stated that in coming weeks and months residents will be visiting the Municipal Building to procure leaf bags for the Fall 2020 curbside collection program. He reported that traditionally, residents are provided the first 5 bags free of charge and each subsequent bag is sold for \$0.40. He noted that in recent years the Township has ordered 35-gallon compostable paper leaf bags in bulk from the Dano Group. He reported that the price of the 3,600 bags ordered in 2019 were \$0.546 each amounting to a total of \$1,966. He highlighted that currently the Township has a stockpile of approximately 500 leaf bags remaining from last year. He then outlined the various costs incurred by the Township for the purchase of leaf bags as well as the revenue generated from their sale. He continued by stating leaf bags are a common item for

purchase at local hardware and general home improvement stores and then highlighted the prices for comparable bags at local retailers.

He continued by stating that because the Township heavily subsidizes the cost of leaf bags for residents, and competitively priced bags are available to purchase at a variety of stores, it is recommended the Township no longer sell leaf bags. He concluded by stating that should the Board be receptive to this change, Staff will advertise, in conjunction with the Township's semi-annual curbside yard waste collection program, that a limited supply of bags remain and are available at a first come first served basis (first 5 are free) until the bags are gone.

Mr. Burns inquired regarding more competitive pricing through COSTARS or other joint-purchasing consortiums. He highlighted the sale of leaf bags helps foster participation in the Township's curbside leaf pickup. Mr. Luketich questioned the need for continuing the sale of leaf bags, noting the readily available options within the community through various retailers.

Mr. Burns moved to table the discussion to allow for further research into purchasing options and pricing. Mr. Weber seconded the motion. The motion passed on a 4-1 vote with Mr. Luketich voting no.

#### **9P: Motion Appointing a Community Park Master Plan Steering Committee**

Township Manager Stanick presented for the Board's consideration a list of volunteers who expressed their interest in joining the Community Park Master Plan Steering Committee. He highlighted that Staff and the Board had conducted in-person and over the phone interviews for the listed candidates.

Mr. Burns moved to nominate Colleen Johnson, Penny Steggles, Charrisa Rychik, Mark McCurdy, Lisa Mangan, Jen Presto, Nicholas Rawlins, and Riley Moore to the Community Park Master Plan Steering Committee. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

#### **9Q: Motion Authorizing the Purchase of a Ford F-150 Police Responder for use as a K-9 Unit**

Chief Hilk presented for the Board's consideration a request seeking authorization for the purchase of a Ford F-150 Police Responder for use as a K-9 Unit squad. He highlighted the anticipated cost, including upfit, for a three-year lease is \$34,000 for the first year and \$13,000 for the next two years. He highlighted for the Board's information, the Township's Federal Drug Fund (~\$103,000) will be used to purchase the vehicle, equipment and training to establish the K-9 Unit program. He concluded by briefly outlining the anticipated timeline for the program.

Mr. Luketich moved to authorize the purchase of a Ford F-150 Police Responder for use as a K-9 Unit. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

#### **ADJOURNMENT**

Mr. Weber moved to adjourn the meeting. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager