

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

FEBRUARY 27, 2018

APPROVED MEETING MINUTES

1. CALL TO ORDER

The February 27, 2018 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors	Bob Weber, Chairman; Thomas Moore, Vice Chairman; Bracken Burns; Richard Luketich; and Laynee Zipko.
Also Present	Brandon Stanick, Township Manager; Dennis Makel, Township Solicitor; Russell Grego, Public Works Director; Michael Sherrieb, Engineer; Don Zofchak, Police Chief; Drew Hilk, Sergeant and Scott Reese, Fire Chief.

A list of 19 visitors is on file at the Municipal Building.

Chair Weber advised the Board met in Executive Session prior to the meeting and discussed personnel matters.

2. PLEDGE OF ALLEGIANCE

Chair Weber led the Pledge of Allegiance.

3. PUBLIC COMMENT

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.

Ms. Katharina Walesch (resident on Flint Dr.) expressed support for removing light manufacturing from the C-3 District because of impacts to property value and environment. She remarked that a light manufacturing facility at this location is not the only option for development. She noted that the Township doesn't have a problem with unemployment and that light manufacturing does not sound like an employer that would have many jobs available for females. *Ms. Walesch submitted her statement and it is on file at the Township Building.*

Mr. James Stewart (resident on Arrowhead Dr.) stated the Board should put the text amendment matter to rest once and for all by removing light manufacturing from the C-3 District.

Ms. Judi Panasik (resident on Green Crescent Dr.) expressed her support for removing light manufacturing as a permitted use in the C-3 District. Additionally, she noted a slip has occurred on Davis School Road. Ms. Panasik remarked the Board should not appoint people to fill vacancies on its boards and commissions just because they apply. Lastly, she congratulated Chief Zofchak on his retirement.

Mr. Bill Hodgkiss (resident on E. Beau St.) stated the signs along Racetrack Rd. advertising land is available should be advertising appropriate uses. He also shared information on a road mapping project being conducted by Cecil Township.

Nancy Zipko (resident on Berry Rd.) expressed her support for reinstating the Parks and Recreation Council. There are many residents that have expressed interest in the Township continuing its events and trips. She expressed her support for maintaining light manufacturing in the C-3 District.

Ms. Jane Deemer (resident on Zediker Station Rd.) stated that the Board has had numerous meetings on this matter in the past when the Township amended its regulations to allow light manufacturing in the C-3 District. Ms. Deemer expressed her concern for Mr. Weber voting on this manner because he is a resident of the Strabane Manor neighborhood.

4. CONSIDERATION OF MEETING MINUTES – FEBRUARY 13, 2018

Ms. Zipko moved to approve the Board of Supervisors Regular Meeting Minutes for February 13, 2018 as presented. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

5. FINANCIAL BUSINESS

Township Manager Stanick reported the following financial business:

- Payroll: \$ 112,594.63 (pay date of February 16th)
- General Fund: \$ 35,323.91
- Liquid Fuels: \$ 20,448.43
- **Total Expenditure: \$ 168,366.97**

- Overtime costs for the period include:
 - Police: \$ 2,441.34
 - Fire: \$ 1,211.30
 - Public Works: \$ 6,275.15
 - **Total OT: \$ 9,927.79**

Mr. Burns moved to approve the payroll for the period January 28 through February 10, 2018 and Bills for the Period February 8 through February 21, 2018 as presented. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

6. SCHEDULED VISITORS

Police Department Report – Police Chief Zofchak

Chief Zofchak noted the previous year has been very productive for the Police Department. Patrol miles and traffic enforcement have increased. Drug arrests were up in 2017 and retail theft arrests were down, which allows more time for neighborhood patrols. He also noted the two new full-time hires have significantly helped the Police Department this year.

A Resolution Honoring the Public Service of Donald M. Zofchak

Chair Weber read the following and presented Chief Zofchak with an executed copy of the resolution:

SOUTH STRABANE TOWNSHIP RESOLUTION 06-18

A RESOLUTION HONORING THE PUBLIC SERVICE OF POLICE CHIEF DONALD M. ZOFCHAK

WHEREAS, Donald M. Zofchak was born and raised in Meadowlands of Washington County and graduated from Trinity High School in 1970 and later went on to graduate from California State College with a Bachelor of Science in Education in 1974; and,

WHEREAS, Donald Zofchak was hired as a part-time Police Officer for South Strabane Township on March 15, 1974, and soon thereafter, was promoted to serve as a full-time Police Officer on January 1, 1975; and,

WHEREAS, Donald Zofchak was promoted to Chief of Police of the South Strabane Township Police Department in 1978; and,

WHEREAS, Donald Zofchak, at the time of his appointment, was one of the youngest Police Chiefs in the Commonwealth at 24 years of age; and,

WHEREAS, upon his appointment, Donald Zofchak lead a Department comprised of ten Police Officers, six of which were full-time, patrolling the Township in two squad units; and,

WHEREAS, now upon his retirement, Donald Zofchak leads a Department of four Sergeants, two Detectives, fifteen Officers, patrolling in ten squad units and managing a Department budget of \$1.5 million; and,

WHEREAS, Donald Zofchak has pursued additional professional enrichment opportunities by attending the Pennsylvania Municipal Police Officer Education and Training Commission in 1977 and the Police Officer Executive Training Program in 1979, maintained annual certification and qualification standards in United States and Pennsylvania law and criminal

procedure, first aid and CPR, as well as firearms qualifications as set forth by the Municipal Police Officers Education and Training Commission; and,

WHEREAS, Donald Zofchak accomplished many goals throughout his tenure in South Strabane, but most notably he: (i) oversaw the growth and development of a once rural Police Department to best respond to the changing environs of a thriving suburban Township; (ii) upheld the Township's community policing model of service delivery, (iii) increased the level of professionalism of the Police Department in many ways including the preparation of law enforcement professionals to serve greater roles within the organization, (iv) strengthened and maintained positive relationships with external law enforcement and public safety agencies, and (v) played a key role in the design and construction of the Township's new Police Station; and,

WHEREAS, while serving as the Chief of Police for South Strabane Township, Donald Zofchak has been a member of the Pennsylvania Chiefs of Police Association, the Washington County Chiefs of Police Association, the Western Pennsylvania Chiefs of Police Association, as well as a member of the Fraternal Order of Police; and,

WHEREAS, South Strabane Township has benefitted greatly from the overall educational attainments, law enforcement experiences and professional memberships of Donald Zofchak.

NOW THEREFORE, BE IT RESOLVED BY THE SOUTH STRABANE TOWNSHIP BOARD OF SUPERVISORS, OF THE COUNTY OF WASHINGTON AND THE COMMONWEALTH OF PENNSYLVANIA, that:

South Strabane Township hereby recognizes Donald Zofchak for his dedication and many significant contributions to the Township over the past forty-four years and congratulates him on his retirement from the South Strabane Township Police Department; and,

Such recognition and the gratitude of South Strabane Township be publicly expressed to Donald Zofchak for his service to the community, and that this Resolution be incorporated in the minutes of the Board of Supervisors meeting, and that an executed copy of the Resolution be presented to Donald Zofchak as a token of appreciation for his service to South Strabane Township.

Dated this 27th day of February, 2018, at South Strabane Township, Washington County, Pennsylvania.

Following the resolution, Chair Weber presented Chief Zofchak with a plaque in dedication of his 44 years of service to the community. Time was taken to allow those in attendance to express their gratitude and congratulations to Chief Zofchak and his family.

Update on Clare Dr. Slip and Garber Road Slip

Township Engineer Michael Sherrieb updated the Board regarding the slip on Clare Drive noting that this matter will be addressed by PennDOT as part of its stabilization and remediation for the I-70 widening project. The Township will be responsible for repaving the roadway.

In addition, Township Engineer Sherrieb reported that Garber Road was last repaired approximately four to five years ago. The slip that has now occurred is due to water. Mr. Sherrieb reviewed his recommendation noting that soils sampling and analysis should be completed in the slide area of the downhill slope along Garber Road, as well as in the roadway and in the uphill slope. This will allow for a complete understanding of the factors causing the soil instability and the location of the instability (approximate cost of between \$10,000 and \$15,000). Without the soils test the area may slide again. He reported the overall project to repair the slip is estimated at \$70,000 to \$100,000. He noted Consul Energy is the property owner adjacent to the area and an easement will be needed.

In response to a question from Chair Weber, Township Engineer Sherrieb stated that PennDOT will address the slip on Clare Dr., but paving the roadway is the Township's responsibility. He stated that the slip on Clare Dr. is not related to the I-70 widening project.

Mr. Luketich inquired if the slip on Garber Rd. could have been caused by mine subsidence. Township Engineer Sherrieb stated this slide was not related to longwall mining as the collapse would have been more "trough-like"; the slide was caused by water. Mr. Luketich expressed concern for the large expense for such a small area.

Public Works Director Grego stated that this area of Garber Rd. has been patched time and again; however, the slide has never been addressed.

Township Manager Stanick reviewed the 2018 Roadway Resurfacing Program noting that Garber Rd. has been included resulting in a total Program budget of \$249,000 of the \$305,000 that will be available in the Liquid Fuels Fund.

Township Engineer Sherrieb stated the job should be contracted out due to the type of machinery that will be needed for the work.

7. UNFINISHED BUSINESS

7A Consideration of an Ordinance Amending Chapter 245 of the Township Zoning Code Regarding the Purpose of the C-3 District and Eliminating Light Manufacturing as an Authorized Use in the C-3 District

Township Manager Stanick reported that on January 23, 2018 the Board conducted the Public Hearing to consider an amendment to the text of the Zoning Code to remove "Light Manufacturing Facility" from the C-3 District and took public testimony regarding this matter. The Hearing was

closed and time afforded to Chapman Properties to provide Findings of Fact relating to the proposed ordinance. Should the Board approve the Text Amendment, the Township is required to forward a copy of the adopted amendment to the Washington Co. Planning Commission within 30 days.

Mr. Burns moved to table this matter. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

8. NEW BUSINESS

8A Consideration of a Resolution Regulating the Issuance of Sewage Permits and Building Permits

Township Manager Stanick reported in January 2018 the Operating Committee of the Washington County Sewage Council (Sewage Council) approved a motion requiring all members to adopt a resolution agreeing that building permits will not be issued unless the member municipality is provided with written evidence of one of the following:

- an original on lot sewage septic system permit;
- a receipt of public sewer line hookup authorization;
- confirmation of an approved 10-acre exemption pursuant to State Code;
- written certified confirmation of an approved connection to an existing system; or
- written confirmation that after inspection and study there is no water under pressure for the proposed building.

Additionally, he reported that according to Sewage Council Chairman and Administrator Tom Wright, many member municipalities issue building permits without determining if the proper sewage permits have been issued. Also, the regulations enforced by the PA Department of Environmental Protection are unclear concerning the issuance of building permits prior to sewage permits. It is the Sewage Council's intent to correct this matter by having its member municipalities approve the attached resolution. For the Board's information, it is a requirement of the Township that certifications from either WEWJA, the Sanitary Authority, or the Sewage Council be provided prior to building permit issuance. The resolution has been reviewed by Solicitor Makel and found acceptable for the Board's consideration.

Mr. Burns moved to approve the resolution regulating the issuance of sewage permits and building permits. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

8B Consideration of a Request from EQM Gathering Opco, LLC to Release Road Bonds associated with the NIMA S001-S003 Pipeline Project

Township Manager Stanick reported on February 20, 2018 the Township received a letter from EQT Midstream, representing EQT Gathering Opco, LLC (Company), requesting the Township release two of three road bonds associated with the NIMA S001/S003 Pipeline Project for use of:

Road	Mileage	Bond Amount
Zediker Station Rd.	0.07 mi	\$ 875
Rankin Rd.	2.51 mi	\$31,375
Mitchell Rd.	1.50 mi	\$18,750
Porter Hill Rd.	0.46 mi	\$ 5,750
Wilson Rd.	0.65 mi	\$ 8,125

Although the project is complete, portions of Meyers Road and Garber Road remain bonded as part of this project. Public Works Director Grego has inspected the roads previously identified and finds the conditions satisfactory to release the bond.

Mr. CJ Stone, representing the Company, confirmed that the project is now complete and that portions of Meyers Road and Garber Road will be addressed with the Township in the near future.

Mr. Burns moved to release the road bonds for .07 mile of Zediker Station Rd., 2.51 miles of Rankin Rd., 1.50 miles of Mitchell Rd., .46 mile of Porter Hill Rd. and .65 mile of Wilson Rd. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

8C Consideration of a Motion to Authorize the Township Engineer to Conduct a Survey of the Boundary of North Strabane Township with South Strabane Township Relative to Tanger Blvd.

Mr. Moore requested an estimate for the work prior to moving forward. Township Engineer Sherrieb noted the approximate cost would be less than \$10,000; however, a cost estimate will be submitted to the Township Manager.

Mr. Burns expressed his understanding it is desired that a pro-rata share will be covered by North Strabane Township.

Mr. Burns moved to authorize the Township Engineer obtain a cost estimate to survey the boundary and to discuss sharing the cost of the work with North Strabane Township. Mr. Moore seconded the motion. The motion passed on a unanimous voice vote.

8D Consideration of Appointing a Township Accountant

Township Manager Stanick reported during the week of February 12, 2018, following the Board's appointment of the Interview Committee (comprised of Chair Weber, Mr. Moore and Township Manager Stanick) for the Township Accountant, the Committee interviewed five of the seven

applicants for the position. The Committee unanimously recommends the Board appoints Ms. Jillian Blackburn to serve as the Township Accountant with a starting salary of \$47,840 (\$23.00/hour) upon the satisfactory completion of a background check and a drug test.

Mr. Burns moved to appoint Ms. Blackburn as Township Accountant. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

8E Consideration of Appointments to the Building Code Appeals Board, Comprehensive Plan Implementation Committee, South Strabane Sanitary Authority, Vacancy Board and Zoning Hearing Board

Chair Weber stated the Board conducted interviews for these vacancies prior to the meeting and noted the Board would like more time to reflect on its decision.

Mr. Burns moved to table this matter to the first meeting in March 2018. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

8F Consideration of an Updated Agenda Format

Township Manager Stanick reported the agenda format for the Board's consideration is more consistent with the style recommended by the DCED.

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

8G Consideration of Rescheduling the March 13, 2018 Board of Supervisors Regular meeting to Tuesday, March 6, 2018 at 7:00 p.m.

Township Manager Stanick reported the 18th Congressional District's Special Election is scheduled for March 13th and the Township Building is used as a polling location.

Mr. Burns moved to reschedule the March 13th meeting to March 6, 2018 at 7:00 p.m. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

9. REPORT FROM SOLICITOR

Township Solicitor Makel recognized Connor Bull, an 8th grade student and member of the Boy Scouts, in attendance working on a merit badge for citizenship and community.

10. REPORT FROM SECRETARY/TREASURER

The following items have been received or issued between February 10 and February 23, 2018:

Reports and Other Documents:

a) PennDOT District 12 Progress Report – Vol. 1, Issue 2;

- b) Observer Reporter Legal Notices for Proposed Zoning Code Text Amendment & Advertisement for the Independence Drive Storm Sewer Repair Project Bid;
- c) SST Sanitary Authority Meeting Minutes for January 17, 2018;
- d) SST Agricultural Security Area Advisory Committee Meeting Agenda for February 28, 2018; and
- e) SST Planning Commission Meeting Agenda for March 1, 2018.

Correspondence:

- a) Letter dated February 15, 2018 from the Trinity Area School District regarding Sgt. Hilk's presentation to students;
- b) Email dated February 15, 2018 from Laural Ziemba of Range Resources regarding the status of gas wells in South Strabane;
- c) Letter (w/ attached response to a meeting with TCA) dated February 20, 2018 from a resident of Thomas Campbell Apartments regarding living conditions;
- d) Letter dated February 21, 2018 from Township Manager Stanick supporting the Sanitary Authority's application for a Small Water and Sewer Program grant through the DCED;
- e) Letter dated February 22, 2018 from The Washington Project for Restoring Democracy regarding a resolution in support of Citizens being informed, involved and voting in the upcoming Special Election; and
- f) Email dated February 23, 2018 from Washington County Chamber of Commerce regarding the March Breakfast Briefing featuring the Annual Municipal Leadership Roundtable.

11. COMMENTS FROM SUPERVISORS

There were no comments from the Board.

12. ADJOURNMENT

Mr. Burns moved to adjourn the meeting. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 8:08 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager