

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

**MARCH 27, 2018**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The March 27, 2018 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:02 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; Michael Sherrieb, Engineer; Russell Grego, Public Works Director; Sarah Boyce, Alternate Engineer; and Scott Reese, Fire Chief.

A list of 11 visitors is on file at the Municipal Building.

Chair Weber advised the Board met in Executive Session prior to the meeting and discussed ongoing litigation.

**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.

There were no public comments.

**4. CONSIDERATION OF MEETING MINUTES – MARCH 6, 2018**

Mr. Luketich moved to approve the Board of Supervisors Regular Meeting Minutes for March 6, 2018 as presented. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

**5. FINANCIAL BUSINESS**

Township Manager Stanick reported the following financial business:

- Payroll: \$ 122,083.91 (pay date of March 16<sup>th</sup>)
- General Fund: \$ 69,339.20
- Liquid Fuels: \$ 16,353.70
- **Total Expenditure:** \$ **207,776.81**
  
- Overtime costs for the period include:
  - Police: \$ 2,674.07
  - Fire: \$ 1,112.92
  - Public Works: \$ 2,319.00
  - **Total OT:** \$ **6,105.99**

Mr. Moore moved to approve the payroll for the period February 25 through March 10, 2018 and Bills for the Period March 1 through March 21, 2018 as presented. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

## 6. **ANNOUNCEMENTS**

Township Manager Stanick announced the Board conducted a workshop meeting on March 26<sup>th</sup> to discuss goals for the next 18 months. The Board will meet again sometime in April to prioritize the results of the workshop.

## 7. **TOWNSHIP REPORTS**

### **Township Engineer's Report – Municipal Separate Storm Sewer System (MS4) Update**

Ms. Sarah Boyce of Widmer Engineering, Alternate Township Engineer for its MS4 Program, provided an overview and update on the Township's implementation of its MS4 Program. She reported the Department of Environmental Protection (DEP) audited the Township's MS4 Program in 2017 and site visits were conducted on September 28, 2017. In response to this audit the Township submitted a MS4 Program Binder that addressed the Minimum Control Measurement requirements. In October 2017, a meeting with the Public Works Director and the Township Manager took place to discuss the items included in the MS4 Program Binder. The Annual Report was submitted on November 1, 2017 for DEP review and comment; no comments have been received to date.

Ms. Boyce noted Widmer Engineering has prepared updates to the map information that was collected in 2017. Next, Widmer Engineering will work to finalize the Township's Notice of Intent (NOI), the Pollution Reduction Plan (PRP) and the Total Maximum Daily Load (TMDL) reports. In the fall, the Township will submit another Annual Report in addition to its application renewal documents. In conclusion, Ms. Boyce stated that the Township has met all of its commitments regarding the MS4 Program.

Ms. Zipko inquired about the streams that are impaired. Ms. Boyce showed a map of the Township with the streams that are considered impaired by the DEP. Those streams in the urbanized area will need addressed, primarily those streams that are tributary to Chartiers Creek.

In response to a question from Mr. Luketich regarding pollution in streams, Ms. Boyce stated that an analysis of streams uncovered evidence that run-off from farmland, dirt, gravel and salt were the main contributors to pollution and sedimentation in local waterways. She noted that this can be addressed through swales, spring restoration programs and other strategies.

Mr. Burns inquired if this is the Township's responsibility or the Washington County Conservation District's responsibility. Ms. Boyce stated the Conservation District is responsible for construction management permitting. Once this portion of the process ends, through the issuance of a Notice of Termination, the system would then fall under the Township's jurisdiction. Although this may be the case, the systems located on private property are the responsibility of the property owner. She continued and noted riparian buffers that fall outside of the urbanized area are not credited to the Township as a pollution reduction measure. There are certain areas outside of the urbanized area that may be contributing to the pollution and sedimentation.

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

The Township Solicitor had no report.

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

Township Manager Stanick reported the following items have been received or issued between March 3 and March 23, 2018:

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

- a) Zoning Hearing Board Meeting Minutes – November 27, 2017;
- b) Washington County Sewage Council Meeting Agenda – April 4, 2018; and
- c) Planning Commission Meeting Agenda – April 5, 2018.

#### **Reports and Other Documents:**

- a) South Strabane Volunteer Fire Department Annual Financial Statement for 2017;
- b) PennDOT District 12 Progress Report – Vol. 1, Issue 3;
- c) Public Notice on March 12 and 19, 2018 advertising bids for public works materials, as well as on March 23, 2018 advertising for the Board's Goal Setting Workshop at 2:00 p.m. on March 28<sup>th</sup>;
- d) Public Notice on March 23, 2018 advertising proposed additions to the Township Agricultural Security Area;
- e) Public Notice for March 24 and 28, 2018 advertising bids for gasoline and fuel purchases;
- f) Flier announcing the Township's Spring Cleanup Program for April 2 and 9, 2018; and
- g) Flier announcing the Washington Co. Used Tire Collection on May 5, 2018.

**Correspondence:**

- a) *Letter (w/ attachment) dated February 26, 2018 from Range Resources regarding a lateral modification to the Jeffries Elisabeth 11512 11H Well in North Strabane Township;*
- b) Letter dated March 6, 2018 from the South Strabane Township Manager regarding a zoning violation at 1572 N. Main Street;
- c) Email dated March 16, 2018 from Laural Ziemba of Range Resources providing an update on gas well activity in South Strabane Township; and
- d) Letter (w/ attachments) dated March 23, 2018 from the South Strabane Township Manager regarding a zoning violation at 100 Meyers Road.

**8. UNFINISHED BUSINESS**

**8A Bid Award for the Independence Boulevard Storm Sewer Repair Project**

Township Manager Stanick reported in October 2017, the Board authorized the Township Engineer to advertise bids for the Independence Blvd. Storm Sewer Repair Project (Project) for the following options: i) storm sewer pipe and manhole replacement; and ii) the installation of a rock lined swale along the hillside. Prior to advertising bids, the Board approved an easement agreement with the property owner of 411 Independence Blvd. to facilitate the laying, installation, construction and connection of sewer lines within the vicinity of the Project.

Further, it was reported the bids for the Project were received until March 5, 2018 (at 3:00 p.m.) at which time were opened and read aloud in the Township Building Meeting Room. The base bid amount includes the costs associated with replacing the storm sewer pipe and the alternate bid is for the costs associated with the installation of a rock lined swale. There were three responsible bidders (refer to attached Bidders Tab from KLH) and W.A. Petrakis Contracting Co. (Export, PA) was the lowest responsible bidder in the following amounts:

- Base Bid (pipe replacement) \$ 51,692.44
- Alternate Bid (rock lined swale) \$ 44,125.44

In consultation with Township Engineer Sherrieb and Public Works Director Grego, the Public Works Department is able to perform the work for significantly less cost in the amount of:

- Storm Sewer Pipe Replacement \$ 7,287.00
- Rock Lined Swale Installation \$ 9,071.00

The pipe replacement is the preferred method as the rock lined swale is costlier and will require ongoing and routine maintenance throughout the years. The 2018 Budget includes \$25,000 in the Liquid Fuels Fund to cover expenses associated with storm sewer maintenance and repair. As this is the case, it is recommended the Board reject all bids and authorize the Township Public Works Department to perform the work to replace the existing storm sewer pipe at an approximate cost of \$7,287.00.

Township Engineer Sherrieb stated the Project involves picking up the stormwater at the end of Independence Dr. and moving it down the Township's right-of-way to the stormwater collection system.

Public Works Director Grego reported that changes were made to the Project to better assist the Public Works Department in performing the work. Additionally, he noted that the time period at the end of last year was in direct conflict with the preparation and performance of winter weather maintenance on Township roadways. He noted it could be completed within one week depending on the weather.

As there were no further questions, Mr. Burns moved to reject all bids for the Project and compliment the Public Works Department on their willingness and capability to perform the Project. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

Mr. Moore moved to authorize the Public Works Department to perform the work associated with the Project at an approximate cost of \$7,287. Mr. Luketich seconded the motion. The motion passed on a unanimous roll call vote.

## **8B 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 C03 District (Tabled)**

Mr. Weber advised this item will remain on the table.

## **9. UNFINISHED BUSINESS**

### **9A Road Bond Agreement Between the Township and Columbia Gas Transmission, LLC**

Township Manager Stanick reported the Township is in receipt of a request from Columbia Gas Transmission, LLC (Company) to bond 2.76 miles of Township roadway for the Company's continued abandonment of gas lines that are part of the Tri-County Transmission Line Replacement Project (Project). According to Chapter 220 of the Township Code, an agreement is required with the Township when seeking to use vehicles, equipment and other machinery that exceed local weight limits for roadways. This ensures adequate funds are available for the maintenance and repair of the roadways being used. For the Board's information, the amount of the bond is determined using a formula from PennDOT (\$12,500 / mile) which results in an amount of \$34,500.

He stated that last summer, the Company replaced the gas transmission line along Rt. 19, as well as in the eastern parts of the Township. The next step in the Project is the abandonment of the existing pipelines that serve the Windsor Highlands neighborhood. Those lines are no longer needed as the Company has rerouted its transmission line out of the neighborhood.

Prior to the execution of the attached agreement, the Company will furnish the Township with a \$250 application fee, establish a \$3,000 escrow account, video record the requested roads with the Public Works Director, and provide the bond from Columbia Gas Transmission's surety company in the required amount.

As there were no questions from the Board, Ms. Zipko moved to approve the road bond agreement with Columbia Gas Transmission, LLC. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

### **9B Resolution Providing for the Use of Video and Audio Taping Devices**

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

### **9C Resolution Accepting the Terms and Conditions of the DCNR Community Consideration Partnership Program – Community Park Phase 5 Grant**

Township Manager Stanick reported in the spring of 2017 the Township applied for a Community Partnerships Program grant through the PA Department of Conservation and Natural Resources (DCNR) for the construction of an intermediate walking path and restroom and kitchen facilities at Community Park (Project). In December the Township was advised the Project was considered a "High Value Project" although the DCNR did not have sufficient funds (50/50 matching grant) immediately available to award the grant.

South Strabane Township is preparing another submission to the DCNR's grant program in time for its April 11<sup>th</sup> deadline. To qualify for the grant, the Board is required to pass a resolution accepting the terms and conditions of the grant which will become a grant agreement between the Township and the DCNR should the Township be awarded the grant.

As there were no questions from the Board, Mr. Moore moved to approve the resolution. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote.

## **10. ADJOURNMENT**

Mr. Luketich moved to adjourn the meeting. Ms. Zipko seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 7:31 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager