

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

**June 28, 2022**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The June 28, 2022 Regular Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:07 p.m. in the Meeting Room of the Municipal Building (550 Washington Road, Washington, PA 15301).

The following were present:

Board of Supervisors                      Bob Weber, Chair; Bracken Burns; Russell Grego; and Richard Luketich.

Absent    Mark Murphy, Vice Chair

Also Present                                      Township Manager Brandon Stanick; Assistant to the Township Manager Jim Sutter; Fire Chief Jordan Cramer; Police Chief Drew Hilk; Administrative Intern Paris Szalla; Township Solicitor Dennis Makel; Township Engineer Kevin Creagh; and Stenographer Sheila Rozanc.

Chair Weber reported the Board met in Executive Session on June 28, 2022 to discuss potential litigation.

**2. PLEDGE OF ALLEGIANCE**

Chair Weber lead the Pledge of Allegiance.

**3. PUBLIC COMMENT**

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 of Supervisors is asked to limit their comments to a maximum of three (3) minutes.

Gary Stadelman, resident on Crabapple Drive, stated he was led to believe fire safety concerns were the primary impetus of the proposed cul-de-sac parking restriction ordinance. He stated the fire department had practiced turning an apparatus around in the cul-de-sac with cars parked earlier that day. He stated they were able to complete the turnaround and the ordinance is therefore addressing something that does not appear to be an issue. Mr. Stadelman also noted the matter on the agenda to authorize the purchase of a new fire apparatus. He stated he is not aware of any comprehensive plan on the future of the Fire Department. He stated he was aware of a regionalization study in the past, but noted there has been no apparent movement on this. He expressed his support for regionalized fire services in the area. Mr. Burns noted South Strabane Township was the impetus for the regionalization study.

David Getzik, resident on Crabapple Drive, distributed pictures of the fire apparatus practicing a turnaround in the cul-de-sac of his street earlier that day to the Board. He stated the apparatus was able to turn around. Mr. Getzik then distributed pictures of cars parked on both sides of nearby Warrick Drive at the top of a hill and noted this is a greater safety concern than parking in cul-de-sacs. He stated it makes sense to restrict parking on all streets instead of only cul-de-sacs.

Marcia Deeb, resident on Maplewood Circle, inquired who will enforce the proposed ordinance. Ms. Deeb expressed concerns over mechanics and implementation of the proposed ordinance. Police Chief Drew Hilk stated it would be the Police Department's responsibility to enforce the ordinance, but they would request cooperation and educate the residents prior to widespread enforcement. Ms. Deeb expressed concern regarding the ability to receive a temporary exception. Chief Hilk stated they will do an assessment upon receiving the request in order to make a determination and noted a desire to work with the residents in this matter. Chief Hilk stated the process will be public and published.

George Rowand, resident on Flint Drive, stated he is President of the Strabane Manor Homeowners' Association and expressed his support for the proposed ordinance restricting the parking of vehicles in cul-de-sacs. He stated there is currently an RV parked in the Shawnee Drive cul-de-sac and expressed his belief it would be impossible for a fire apparatus to turn around. He stated vehicles parked in a cul-de-sac are aesthetically displeasing and take away from curb appeal. He stated the Homeowners' Association lacks the authority to have the RV removed.

Judy Panasik, resident on Green Crescent Drive, expressed concerns regarding the Meadows Landing Planned Residential Development being on the agenda for the meeting given the Planning Commission had recommended denial. She expressed her opinion it should be reviewed by the Planning Commission again prior to coming before the Board. She also expressed concerns regarding the Township's financial liability towards the project. Ms. Panasik requested the Board begin exploring adopting an ordinance restricting businesses located in residential zoning districts from being open after 9:00 p.m. and limiting the size of signage for those businesses.

Charlene Scuvotti, resident on Pine Valley Road, requested she be permitted to participate in the discussion during the agenda item for Final Planned Residential Development Approval for the Meadows Landing Planned Residential Development. Chair Weber stated she may have her three minutes during general Public Comment and three minutes during stormwater Public Comment. He stated this matter is not subject to a Public Hearing. Ms. Scuvotti expressed her concerns regarding the project and expressed her opinion the Township's Stormwater Management Ordinance is not being followed by the Applicant.

Greg Nicodemus, resident on Balsam Drive, expressed his concern regarding the proposed ordinance restricting the parking of vehicles in cul-de-sacs. He stated they have frequent guests and at times require the need for 50 cars to be parked. He stated there is a bigger issue with parking on both sides of the street and noted nearby municipalities restrict all on-street parking.

#### **4. CONSIDERATION OF MEETING MINUTES**

Mr. Luketich moved to approve the Board of Supervisors Regular Meeting Minutes from May 24, 2022 as presented. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Luketich moved to approve the Board of Supervisors Non-Legislative Meeting Minutes from June 14, 2022 as presented. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

## 5. **FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll: \$ 129,991.06 (pay date of May 20, 2022)
- Payroll: \$ 148,306.54 (pay date of June 3, 2022)
- Payroll: \$ 138,722.98 (pay date of June 17, 2022)
- General Fund: \$ 211,496.67
- Liquid Fuels Fund: \$ 14,636.26
- Escrow: \$ 1,651.24
- Sewage Enterprise: \$ 72,682.38
- **Total Expenditure:** \$ **717,487.13**
- Overtime costs for the period include:
  - Police: \$ 6,395.73
  - Fire: \$ 375.09
  - Public Works \$ 0.00
  - **Total OT:** \$ **6,770.82** (pay date of May 20, 2022)
  - Police: \$ 6,033.29
  - Fire: \$ 435.82
  - Public Works \$ 0.00
  - **Total OT:** \$ **6,469.11** (pay date of June 3, 2022)
  - Police: \$ 5,418.12
  - Fire: \$ 188.28
  - Public Works \$ 0.00
  - **Total OT:** \$ **5,606.40** (pay date of June 17, 2022)

General Fund:

- Municipal Employees Insurance Trust (June Coverage) \$ 50,756.61
- The Bank of New York (2022 Tax Increment for Victory Center TIF) \$ 76,570.34

Sewage Enterprise:

- J5 Construction (Pay Application #4 – Manifold Force Main Project) \$ 72,144.08

Mr. Luketich moved to approve the payroll for the periods May 1 through May 14, 2022, May 15 through May 28, 2022 and May 29 through June 11, 2022 and Bills for the period May 21, 2022 through June 24, 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

## 6. **ANNOUNCEMENTS AND RECOGNITION**

Mr. Luketich moved to amend the agenda to add Item 9B•, a Resolution to Revise the Township's Official Sewage Facilities Plan for New Land Development for the Meadows Landing Final Planned Residential Development. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

## **7. TOWNSHIP REPORTS**

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

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 minutes.

There were no comments from the Public.

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

Township Manager Brandon Stanick reported the Washington-East Washington Joint Authority ("WEWJA") has invited the Township and other member municipalities to participate in their master plan update. Mr. Stanick stated the Tanger Boulevard Reconstruction Project is scheduled to begin on July 5<sup>th</sup> and is anticipated to last 4 weeks. Mr. Stanick also reported the Act 13 Report has been provided and due to higher natural gas prices over the past year, the Township received a sizeable impact fee.

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

The following was transmitted to the Board through the Secretary/Treasurer's Report:

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

- a) Green Team Meeting Minutes - March 17, 2022;
- b) Planning Commission Regular Meeting Minutes – May 5, 2022;
- c) Zoning Hearing Board Regular Meeting Minutes – May 9, 2022;
- d) Green Team Meeting Minutes – May 20, 2022;
- e) Planning Commission Meeting Agenda – June 2, 2022;
- f) Zoning Hearing Board Meeting Agenda – June 13, 2022; and
- g) Green Team Meeting Agenda – June 16, 2022.

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

- a) Finance Report – May 2022;
- b) Fire Department Report – May 2022;
- c) Building Department/Code Enforcement Report – May 2022;
- d) Police Department Report – April 2022;
- e) Tax Collector's Report & Interim Collection Only – April 2022;
- f) Animal Control Officer's Report – April 2022;
- g) Township Engineer's Report – May 24, 2022;
- h) Act 13 Impact Fee Report – 2021;
- i) OR Article SST Currently Accepting Property Beautification Nominations– June 9, 2022;
- j) OR Public Notice, BOS Special Non-Legislative Meeting – June 12, 2022;
- k) *WEWJA Financial Statement for the fiscal quarter ending March 31, 2022;* and
- l) PSATS News Bulletin – June 2022.

#### **Correspondence:**

- a) Letter dated May 31, 2022 from Brandon Stanick to the PA DEP of Community & Economic Development regarding the Chartiers Creek Greenway Trail grant application;
- b) Letter dated June 3, 2022 from Michael Sherrieb, Operations Manager of WEWJA, regarding 189 Old Mill Blvd, Clean Express Auto Wash, 14 EDU's;

- c) Email dated June 6, 2022 from Fire Chief Cramer regarding the professional appearance of the fire fighters;
- d) Letter (*w/o attachments*) dated June 7, 2022 from Range Resources regarding notification for the Pawlosky Anthony 12123 4H-6H Well in Chartiers Township;
- e) Letter dated June 9, 2022 from PAPUC regarding Application of Verizon PA LLC, for approval on fiber optic cable in a part of South Strabane Twp.:
- f) Letter dated June 10, 2022 from Michael Sherrieb, Operations Manager of WEWJA, regarding Burkett Manor Development, 145 EDU's and Meadows Landing Development, 350 EDU's.;
- g) Letter dated June 3, 2022 from Michael Sherrieb, Operations Manager of WEWJA, regarding Master Sewer Plan Study; and
- h) Email dated June 21, 2022 from Brandon Stanick to Washington County Watershed Alliance, regarding the Keystone 10 Million Trees Order Form Fall 2022.

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

Solicitor Dennis Makel reported his office has been working on matters related to litigation, planning, sewer and various other issues.

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

Township Engineer Kevin Creagh reported on the following activities:

#### **Manifold Road Forcemain Project 454-16**

- The final tie-in was completed by J5 Construction and acknowledged by WEWJA. The updated flow test was performed at Manifold Road Pump Station with WEWJA on June 9, 2022. There is now an additional 350 gallons per minute going through the pump station, which translates to 1,224 additional EDUs of flow capacity for the Township.

Final Pay Application #4 in the amount of \$72,144.08 from J5 Construction is presented to you for your review and potential approval.

#### **Tanger Boulevard Reconstruction Project 454-18**

- A pre-construction meeting between KLH, Youngblood Paving, South Strabane Township, and Tanger Outlets is scheduled for Tuesday, June 28th. Youngblood Paving is tentatively looking to start in early July on the project and be completed before August.

#### **Enterprise Drive Storm Sewer Easement 454-19**

- KLH has submitted the right-of-way plat to the Township and the Solicitor for their review.

#### **Community Park 454-08**

- KLH completed the as-builts of the forcemain for potential adoption by WEWJA.

Mr. Creagh stated the Board has received his report. He stated the Manifold Road Forcemain Project has been completed. The flow test resulted in an additional 350 gallons/minute, equaling 1,224 Equivalent Dwelling Units ("EDU"), which will serve the sewage needs of the sewer shed for the next 12 to 15 years. Mr. Stanick added WEWJA has resumed the issuance of capacity letters for development in the sewer shed and stated the completion of the project was needed to allow development to take place.

## **8. UNFINISHED BUSINESS**

### **8A: Motion Approving an Agreement with Meadows Landing Associates, LP for its Contribution to the Manifold Forcemain Project (Tabled)**

Mr. Luketich moved to remove the item from the table. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Stanick Presented for the Board's consideration is an agreement with Meadows Landing Associates, LP. ("Developer") setting forth terms and conditions for its contribution to the Manifold Forcemain Project ("Project"). The total cost of the Project is approximately \$1 million being funded by the Township through the remaining amount of a DCED grant in the amount of \$306,000. To cover the funding gap, the Developer is contributing \$493,000 (or 70.4%) and the Burkett Manor Developer is contributing \$207,000 (or 29.6%). The proportionate amount is determined on the number of EDUs that each development will require. It was determined that each EDU required will cost both developers \$1,428 (in addition to the Township's \$2,500 tap-in fee).

The Meadows Landing Development is a three-phase development and the Developer's portion will be paid on a per phase basis over time as each phase develops.

The agreement establishes the following:

- a) The Developer's contribution in the amount of \$493,000;
- b) The Developer may recover costs associated with the contribution, should any other development connects to the sanitary system and utilizes the excess capacity, for a period of ten years; and
- c) The Township shall maintain ownership of this improvement until such time it is deeded to WEWJA.

Mr. Stanick noted there is no debt service associated with the Project, therefore conveyance to WEWJA should occur in the near future.

Mr. Burns moved to approve the agreement with Meadows Landing Associates, LP for its contribution to the Manifold Forcemain Project. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

### **8B: Motion Approving an Agreement with PA Finance II, LLC (Burkett Manor) for its Contribution to the Manifold Forcemain Project (Tabled)**

Mr. Luketich moved to remove the item from the table. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Stanick reported this item is identical to the previous item, except that Burkett Manor is a single phase development. Because of this, Burkett Manor's contribution will be paid in full prior to the Township issuing a grading permit.

Mr. Burns moved to approve an agreement with PA Finance II, LLC (Burkett Manor) for its contribution to the Manifold Forcemain Project. Mr. Luketich seconded the motion.

Upon a request from Chair Weber, Mr. Stanick described the locations of the Meadows Landing and Burkett Manor developments.

The motion passed on a unanimous voice vote.

### **8C: Consideration of an Ordinance Restricting the Parking of Vehicles in Cul-de-sacs and Prescribing Penalties for Violation (Tabled)**

Chair Weber stated the Public Hearing regarding this matter has been closed. Chief Cramer presented a video produced earlier in the day by Administrative Intern Paris Szalla demonstrating the difficulties the Township's fire apparatus have in navigating cul-de-sacs with parked vehicles. In response to one of the obstacles faced by the fire apparatus in the video, Mr. Luketich stated it is a public safety issue when certain recreational vehicles are parked in cul-de-sacs and there are facilities to accommodate storage when off-street parking is not available.

A discussion ensued regarding restricting parking on all streets and including restrictions for snow events. Mr. Burns stated the item is still on the table noting all discussion is out of order and recommended the Board move on to other matters.

## **9. NEW BUSINESS**

### **9A: Public Hearing to Consider an Application for a Text Amendment to the Zoning Code from Amerco Real Estate Company to allow "Mini Warehouse or Self-storage Facility" as a Conditional Use in the C-2 Zoning District**

Mr. Stanick reported on December 17, 2021 the Township received an application from Amerco Real Estate Company ("Applicant") for a text amendment to Section 245-63B of the Zoning Code to allow "Mini Warehouse or Self-storage Facility" as a Conditional Use in the C-2 Commercial Zoning District. The Applicant represents the U-Haul Vehicle Rental Facility located at 960 Washington Road ("Facility") and was under contract to purchase two adjacent parcels (Parcel Nos. 600-001-01-02-0013-01 & 600-001-01-02-0013-00) to the northeast ("Property") at the time the application was submitted. The Facility and Property are both located in the C-2 Zoning District along the Route 19 corridor.

"Mini warehouse or self-storage facility" is currently only an authorized use in Industrial Zoning Districts. It is permitted as of right in the I-2 District and allowed as a Use by Special Exception in the I-1 District; a Use by Special Exception would be an authorization by the Zoning Hearing Board. The Applicant wishes to purchase the Property in order to expand their current operations. They propose to construct two buildings serving as self-storage facilities. Because this use is not authorized in the C-2 Zoning District, the Applicant is seeking the proposed text amendment to the Zoning Code to allow it as a Conditional Use.

Public Hearings were held by the Planning Commission on January 6 and April 7, 2022 to consider the request. After the Applicant provided testimony and responded to questions, the Planning Commission unanimously recommended approval of the request with the condition no outside storage be allowed and the Township receive final design review of any facility.

Mr. Burns moved to open the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Michael Zemba and James Milligan were sworn in at this time.

Mr. Makel read the following items into the Public Record:

- Exhibit A – Request for Board Action;
- Exhibit B – Draft Ordinance;
- Exhibit C – Street diagram;
- Exhibit D – Letter from Bernard J. Rabik to Washington County Planning Commission dated March 30, 2022
- Exhibit E – Planning Commission Meeting Minutes (January 6 and April 7, 2022);
- Exhibit F – Staff memorandum to Planning Commission dated April 1, 2022;
- Exhibit G – Application; and
- Exhibit H – Petition to amend the Zoning Code from Amerco Real Estate Co. dated December 17, 2021.

Mr. Burns moved to enter Exhibits A-H in the Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Bernie Rabik, counsel for the Applicant, read aloud the motion for recommendation made by the Planning Commission at its April 7, 2022 meeting and respectfully requested this be included in the exhibits.

Upon a question from Mr. Rabik, Mr. Zemba stated they are requesting the Board amend the Zoning Code and they do not know of any issue that would be detrimental to the health, safety and welfare of the citizens of South Strabane Township. Upon a question from Mr. Stanick, Mr. Rabik confirmed the request tonight is for a legislative text amendment only and not for land development approval. Chair Weber asked Mr. Zemba if they will be removing the home currently on the Property. Mr. Zemba stated they will be demolishing all of the dwellings on the Property once land development approval is received.

Mr. Stadelman asked if any consideration had been given to the affect this would have on traffic. Mr. Zemba stated they have traffic studies showing this would be of low impact. Mr. Luketich asked how many storage units will be in the Facility. Mr. Zemba stated they may have up to 1,000 units depending on the size of the building.

Mr. Burns moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns moved approve the application for a Text Amendment to the Zoning Code from Amerco Real Estate Company to allow “Mini Warehouse or Self-storage Facility” as a Conditional Use in the C-2 Zoning District. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.



**9B: Resolution Granting Final Planned Residential Development Approval from Meadows Landing Associates, LP for the Meadows Landing Planned Residential Development Located along Landings Drive & U.S. Route 19, further identified as Parcel ID No. 600-001-00-00-0017-18, in the R-4 Zoning District**

Mr. Stanick presented for the Board's consideration a resolution granting Final Planned Residential Development ("PRD") Approval for the Meadows Landing PRD, submitted by Meadows Landing Associates, LP ("Developer"), for the property located along Landings Drive and U.S. Route 19 (Parcel Nos. 600-001-00-00-0017-18 and 600-001-00-0017-23). The PRD is for 346 units on approximately 165.13 acres in the R-4 Zoning District comprised of:

- 101 single-family detached units;
- 138 duplex units; and
- 107 townhouse.

In summary, the Final PRD consists of the following:

- Open space in the amount of 56% (20% required);
- Four acres of Low Impact Active Recreation Area provided (2 acres required or 250 sq. ft./unit) including swimming pool and clubhouse amenities with parking, walking trails and sidewalks along both sides of the street where homes are located;
- Three parking lots with associated lighting;
- Stormwater ponds and underground conveyance system (Township to adopt the conveyance system, but not the ponds);
- Streets that will be dedicated to the Township include: Chase Street, Lincoln Street, Jack Dr., Ashton Street, Adam St., Logan Dr. and existing Helen Dr. (signalized intersection with Rt. 19); and
- Future street access from Lincoln St. to Fischer Rd.

The rezoning of the PRD and the Master Plan were approved by the Board on April 27, 2021 and the Conditional Use Approval for a PRD at this location, as well as Tentative PRD Approval was granted on August 24, 2021. At its meeting on February 3, 2022, the Planning Commission voted 3 to 2 recommending the Board deny the Final PRD Approval as a sewer capacity letter from WEWJA and the National Pollutant Discharge Elimination System Permit ("NPDES") from the DEP had not been issued. Since the Planning Commission's previous meeting, the Developer has received the sewer capacity letter from WEWJA, but is still waiting on receiving the NPDES Permit. As this is the case and should the Board desire to grant final approval, it is recommended the approval be conditioned upon receiving all DEP approvals and the execution of a development agreement, which such development agreement will be presented to the Board in the near future.

Upon a question from Chair Weber, Mr. Stanick recommended this item and the next regarding the Sewage Facilities Plan revision be taken separately.

Mr. Burns moved to approve the resolution granting Final Planned Residential Development approval from Meadows Landing Associates, LP for the Meadows Landing Planned Residential Development located along Landings Drive & U.S. Route 19, further identified as Parcel ID No.

600-001-00-00-0017-18, in the R-4 Zoning District contingent upon the Applicant receiving all DEP approvals and the execution of a development agreement. Mr. Luketich seconded the motion.

Mr. Burns stated there is already a Lincoln Avenue elsewhere in the Washington, PA ZIP Code (15301) and expressed concern regarding potential confusion and recommended the Applicant discuss this with the postal service. Mr. Burns asked if the development will have tree-lined streets. The Applicant indicated the trees will be part of home construction. A discussion regarding trees in the PRD ensued.

Upon a request from Chair Weber, Mr. Creagh presented an aerial view of a portion of the Developer's property with an existing stormwater detention pond highlighted. He stated it has been inspected and is well-functioning and drains into an unnamed tributary of Chartiers Creek, which is also highlighted. He stated it is a waterway of the Commonwealth and it is an accepted method, so long as post-development flows are equal to or lesser than pre-development flows. He stated the detention pond and other tactics are designed to accomplish this and there are a wide array of these proposed as part of the project. Mr. Creagh stated the image does not provide the full scope of the capabilities of the detention pond in question. He stated the plans submitted by the Applicant have been reviewed and they meet proper engineering standards and conform to the Code.

Mr. Burns asked if there is another entity or agency that could step in to compel improvements to the stormwater controls should climate change lead to more frequent severe storm events. Mr. Creagh stated the National Oceanic and Atmospheric Administration ("NOAA") sets these standards and it is incumbent upon municipalities to respond to these. Upon further inquiries from Mr. Burns, Mr. Creagh stated stormwater facilities do need to be maintained, the process of which is outlined by an operations and maintenance plan required for any development. Any future issue of the type described by Mr. Burns would require coordination between the Homeowners' Association and the Township.

Ms. Scuvotti asked why the plan being approved is not being presented. Mr. Stanick stated the image being shown is focused on Stormwater Basin No. 1. Ms. Scuvotti stated this basin will not look like this upon development and her concern is regarding Stormwater Basin No. 2 Forebay which is not being shown. Ms. Scuvotti stated her husband is already required to clean debris coming from the Developer's property every time it rains and expressed concern over additional stormwater flowing onto her property. She claimed the Applicant's current proposals are not permitted according to the Township's Stormwater Ordinance. Ms. Scuvotti claimed the Applicant will be increasing the stormwater flow onto her property.

Upon a question from Chair Weber, Mr. Stanick confirmed this approval is contingent upon the Applicant receiving all necessary DEP approvals.

The motion passed on a unanimous voice vote.

### **9B•: Resolution to Revise the Township's Official Sewage Facilities Plan for New Land Development for the Meadows Landing Final Planned Residential Development**

Mr. Stanick stated this is a formulaic resolution to ensure the Township is aware of the Meadows Landing Final Planned Residential Development as a part of their necessary DEP approvals.

Mr. Luketich moved to approve the resolution to revise the Township's official Sewage Facilities Plan for New Land Development for the Meadows Landing Final Planned Residential Development. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

### **9C: Motion Approving a Development Agreement with PA Finance II, LLC for the Burkett Manor Planned Residential Development**

Mr. Stanick reported on July 27, 2021, the Board approved the Burkett Manor Planned Residential Development ("Development") for an age-targeted community of 145 units comprised of 102 patio homes and 43 townhouse units. The Development was conditioned upon the Township Solicitor's approval of the HOA documents and any PRD approval is conditioned upon executing a development agreement pursuant to the Zoning Code. The following is a summary of the major points of the agreement:

- **Required Quasi-Public Improvements** to be owned by the HOA consisting of sidewalks, trails, a private access street, emergency access path, streetlights and park and recreation amenities which include a 40' x 20' pavilion shelter, two pickleball courts, one fire pit and three parklets with seating.
- **Required Public Improvements** to be constructed include: stormwater management ponds (HOA ownership), stormwater conveyance system including inlets, pipes and other structures, sanitary sewer system (WEWJA), roadways and utilities (utility companies).
- **Performance and Maintenance Guarantee:** in the total amount of \$3,936,705 comprised of: i) \$3,423,222 to complete the improvements; ii) \$342,322 (10%) for contingency; and iii) \$171,161 (5%) allowance for Township Engineer inspections.
- **Indemnification:** the Developer indemnifies and holds the Township harmless from any damages, injuries, or losses caused by constructing the Required Improvements.

The proposed development agreement has been reviewed by the Township Engineer (for cost estimates), Township Manager and Township Solicitor, as well as the Developer.

Mr. Luketich moved to approve a Development Agreement with PA Finance II, LLC for the Burkett Manor Planned Residential Development. Mr. Burns seconded the motion. The motion passed on a unanimous voice vote.

### **9D: Resolution Authorizing South Strabane Township's 2020 Census Count Question Resolution Operation Case**

Mr. Stanick introduced Administrative Intern Paris Szalla to present information on the Township's proposed Census Count Question Resolution ("CQR") Operation case. Ms. Szalla reported, according to Census data, there were 4,506 housing units in the Township as a result of the 2010 Census and 4,586 as a result of the 2020 Census, a growth of 80 housing units. However, the Township has record of 280 new housing units being built between 2010 and 2020, giving reason to believe the housing count total is incorrect by approximately 200 housing units.

Ms. Szalla stated in situations like these, the Census Bureau allows Governmental Units ("GU") to participate in the CQR Operation. This allows GU's to use internal data to create a case to dispute their individual results. Through an in-depth evaluation of past and current data regarding

housing units in South Strabane Township, Staff has formulated a hypothesis regarding where errors in housing unit counts likely occurred. She stated this information has been compiled for the Census to review and further research.

Ms. Szalla stated a completed CQR case requires a written correspondence from the highest elected official(s) specifying that the case disputes the housing counts, details the suspected errors and included information that may assist Census researchers in their evaluations. She stated approval of the resolution will serve as the Board's approval and authorization to submit South Strabane Township's CQR case. She added correction of this information is vital to ensure the Township received proper and adequate funding that comes as a result of housing unit count totals.

Ms. Panasik asked if Ms. Szalla was familiar with the American Community Survey ("ACS"). A discussion on the ACS ensued. Mr. Burns asked if issues related to incorrect economic indicators could be challenged as a result of this. Ms. Szalla stated they are unable to do so through this process, but hoping someone at the Census can direct the Township towards this process.

Mr. Burns moved to approve the resolution authorizing South Strabane Township's 2020 Census Count Question Resolution Operation Case. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

#### **9E: Motion Renewing General Liability Insurance Coverage for the July 1, 2022 through June 30, 2023 Term**

Mr. Stanick reported Selective Insurance Group, the Township's current provider, is being recommended for renewal at a cost of \$70,994 (5.7% increase from previous year). This will be the third year the Township is covered by Selective Insurance. Selective Insurance Group was the only carrier that offered all the coverages and with the best pricing overall.

Mr. Burns moved to renew general liability insurance coverage for the July 1, 2022 through June 30, 2023 Term. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

#### **9F: Motion Approving Contracts for the Purchase of Gasoline and Diesel Fuel**

Upon a question from Chair Weber, Mr. Stanick stated this item is not yet final for the Board's consideration.

#### **9G: Motion Authorizing the Purchase of a new Pierce Saber Rescue Fire Apparatus in the Amount of \$657,230 Financed over 15 Years**

Chief Cramer reminded the Board, at the June 10, 2022 Non-legislative meeting, he had provided updates on the potential purchase of a new fire apparatus. Chief Cramer reported the pricing for a Pierce Saber Rescue Engine, an apparatus which would accomplish the Township's fire safety goals, would be \$657,230 financed over 15 years. He recommended the Board authorize the purchase as prices are going up. It was the consensus of the Board for Chief Cramer to prepare the contract for this meeting.

Mr. Burns moved to authorize the purchase of a new Pierce Saber Rescue Fire Apparatus in the amount of \$657,230 financed over 15 years. Mr. Luketich seconded the motion.

Mr. Stanick stated the total price will be over 15 years and will be reflected in the 2023 Budget. Approving this motion gives authority to move forward with specifications for the apparatus. Chief Cramer stated this would not be delivered until next summer and the down payment is not required until 90 days prior to delivery. Mr. Luketich asked if the price is frozen. Chief Cramer stated it is and that Pierce is one of the few companies that is willing to do this. Mr. Luketich asked how prices are trending. Chief Cramer stated they are increasing and reiterated the pricing is locked in.

The motion passed on a unanimous voice vote.

#### **9H: Motion Authorizing a Purchase to Upgrade the Police Department's Records Management System**

Chief Hilk stated he is recommending the Township enter into a new three (3) year agreement with CODY Systems beginning in 2023 to begin transitioning to their new "PATHFINDER" RMS. This would replace our current four (4) year agreement where we are in year two. He stated the costs would involve a one-time transition fee of \$6,650 if paid by Jan 31, 2023 and an approximately 12% increase (\$1,520) in our annual maintenance, bringing year one to \$13,500

Chief Hilk stated the benefits include an upgrade to "cloud-hosting" of our data and drastically reducing 2025 or 2026 server replacement costs. He added it also allows for the use of the latest RMS version with the latest enhancements, a web-based platform and is "any screen- any device" compatible. Chief Hilk provided some background on history of the Police Department's experience with CODY Systems. He stated the upgrade will be paid in part with the use of \$6,650 from the Federal Drug Forfeitures account, leaving a balance of \$51,000. The annual maintenance increase will be paid by the annual Police Department budget.

Mr. Burns moved to authorize a purchase to upgrade the Police Department's records management system. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

#### **10. ADJOURNMENT**

Mr. Luketich moved to adjourn. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 9:24 p.m.

Respectfully submitted,

Brandon J. Stanick  
Township Manager