

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

**July 25, 2023**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The July 25, 2023 Regular Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:00 p.m. in the Meeting Room of the Municipal Building (550 Washington Road, Washington, PA 15301).

The following were present:

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

Absent    Mark Murphy, Vice Chair

Also, Present                                      Township Manager Brandon Stanick; Police Chief Drew Hilk; Fire Chief Jordan Cramer; Finance Director Marie Coffman; Township Solicitor Dennis Makel; Township Engineer Rob Horvat.

**2. PLEDGE OF ALLEGIANCE**

Chair Burns led the Pledge of Allegiance.

**3. PUBLIC COMMENT**

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

Mr. George Zlvarich, resident on Floral Hill Drive, expressed his concerns with township code enforcement. He mentioned multiple code enforcement issues on Floral Drive that he feels were ignored and stated all residents should be treated equally. He concluded his comments by asking the Board to change the zoning of the Laboratory School property from R4 to R2. He stated whatever goes in on that property will change the fabric of the community and also that parking for the park will be an issue.

Mr. Mike Mahurin, resident of Strabane Manor commended the Township Public Works Department for the paving work they did on Fischer Road. He also asked that the Board revisit establishing no parking on township roads during winter storm events.

Ms. Marcia Deeb, resident of Fox Drive asked if the township has ever considered installing sprinklers in the park. Chair Burns responded that the township has a dormant Parks and Recreation Board which the Board of Supervisors intends to re-establish to take up those types of issues. He asked anyone that is interested in being considered for that Board to submit an application.

Barry Steiner, resident of Preston Road commented that construction activity has begun on the house at 427 Main Street and asked if a building permit was issued. Mr. Stanick stated that a building permit was issued for the work.

Jeff Bull, resident of Main Street commented that the Laboratory School was going to be sold for \$200,000 and asked why residents weren't made aware of a potential sale. He stated he has concerns that the school will be developed into a drug rehab, which will place a strain on services and parking for the park. He asked the Board to rezone the property to R2. Mr. Bull went on to comment that he believes that the property on Floral Hill is a zoning matter and questioned why it never went to zoning. He stated that there should be an investigation into code enforcement operations. Mr. Bull concluded his comments by stating that he hopes the new manager will care about the residents and get the township living within its financial means.

Ms. Judy Panasik, resident on Green Crescent Dr., expressed her concern that the Township Manager and code enforcement staff have not enforced ordinances properly. She stated that regarding the property on Floral Hill Drive there are trucks parked that are creating unsafe conditions and there is dirt being tracked onto the roadway and she stated that code enforcement is not doing anything about it. Ms. Panasik asked the Township Manager if the property on Floral Hill Drive is going to zoning. Mr. Stanik responded that a variance is not needed for the property. She concluded her comments by stating that she believes the township should not be honoring the Township Manager this evening.

Ms. Charlene Scuvotti, resident on Pine Valley Rd., expressed her opinion that the Township Manager should not be honored this evening. She stated that she was upset about "what he did to her and her husband." Chair Burns called for order. Ms. Scuvatti called for an investigation because "things are in bad shape."

The Board of Supervisors convened to executive session.  
Approximately 15 minutes later the Board of Supervisors reconvened the meeting.

Chair Burns asked Ms. Scuvotti if she had had any further comments. Ms. Scuvotti responded that she had nothing further.

Chair Burns stated that public comment is concluded. He added that as a matter of record it is upsetting to this Board when citizens come in and call staff names and make disparaging comments. He asked that people be respectful of each other and stated that it is embarrassing to call public officials names and it needs to stop. He concluded by saying that everyone here is working in the best interest of South Strabane.

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

Mr. Weber moved to approve the June 8, 2023, Non-Legislative Special Meeting Minutes and the June 27, 2023 Regular Meeting Minutes. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

## 5. **FINANCIAL BUSINESS**

The purpose of this memorandum is to transmit the following for consideration by the Board of Supervisors:

- Payroll: \$ 132,827.39 (pay date of June 30, 2023)
- Payroll \$ 135,504.40 (pay date of July 14, 2023)
- General Fund: \$ 245,180.92
- Liquid Fuels Fund: \$ 3,410.86
- Sewage Enterprise: \$ 4,429.59
- Escrow: \$ 31,005.46
- Total Expenditure:** \$ **552,358.62**
  
- Overtime costs for the period include:
  - Police: \$ 3,879.35
  - Fire: \$ 497.25
  - Public Works \$ 416.98
  - **Total OT:** \$ **4,793.58** (pay date of June 30, 2023)
  - 
  - Police: \$ 1,717.16
  - Fire: \$ 162.93
  - Public Works \$ 368.20
  - **Total OT:** \$ **2,248.29** (pay date of July 14, 2023)

### General Fund:

- 1<sup>st</sup> Equipment Finance (Annual payment for 3 Police Interceptors) \$ 43,425.06
- KS Statebank (Payment for 2022 Ford F-600, Hydraulics, Plow) \$ 38,123.66
- Municipal Employees Insurance Trust \$ 53,791.04

### Escrow:

- KLH Engineers (Burkett, Hayley, Robinson, Senkinc, West Penn) \$ 28,019.21

### Reports and Documents Attached:

- Expenses by Vendor Summary and Detail for the Period; and
- Police, Fire and Public Works Overtime Analysis for pay June 30, 2023 and
- Police, Fire and Public Works Overtime Analysis for pay July 14, 2023.

Mr. Luketich moved to approve the payroll for the periods June 11, 2023 through June 24, 2023 and June 25, 2023 through July 7, 2023 and bills for the period June 24, 2023 through July 21, 2023. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

**6. ANNOUNCEMENTS AND RECOGNITION**

Chair Burns announced the Board met in Executive Session on July 18, 2023 and July 24, 2023 to discuss personnel matters and potential litigation.

**7. TOWNSHIP REPORTS & PRESENTATIONS**

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

Chair Burns stated 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.

Ms. Scuvotti, resident on Pine Valley Rd., commented that it was reported this past spring that all MS4 inspections would be done on all developments in the township and asked for a status update. Mr. Stanick reported that the public works crew were trained, and all outfall inspections have been completed. Ms. Scuvotti asked if the basins were also inspected. Mr. Stanick reported that he is working on a schedule for basin inspections with the township engineer.

**Secretary/Treasurer's Report**

Mr. Stanick reported the following was transmitted to the Board through the Secretary/Treasurer's Report:

**Minutes and Agendas:**

- a) Planning Commission Meeting Minutes – June 1, 2023;
- b) Zoning Hearing Board Meeting Agenda – July 10, 2023; and
- c) Green Team Agenda – July 13, 2023.

**Reports and Publications:**

- a) Finance Report - June 2023;
- b) Building Department/Code Enforcement Report – June 2023;
- c) Police Department Report – June 2023;
- d) Tax Collector's Report & Interim Collection Only – May 2023;
- e) Animal Control Monthly Report – June 2023;
- f) Township Engineer's Report – July 25, 2023;
- g) DODGE Data & Analytics – July 2023;
- h) PSATS News Bulletin – July 2023;
- i) Municipal Statistics, 2022 Annual Financial Report, Submission Detail – June 23, 2023;
- j) 2022 Municipal Annual Audit & Financial Report – June 23, 2023; and
- k) Costars Connection – Summer 2023.

**Correspondence:**

- a) Letter dated July 5, 2023, from Brandon Stanick regarding the CDBG Funds.

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

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

Solicitor Makel commented that he has been involved in numerous projects with the township.

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

Township Engineer Scott Groom commented that two possible projects are being discussed for LSA applications. He also presented the following report:

#### **Burkett Manor 454-03-120**

- KLH has an inspector on-site ensuring that the storm, roads, and sanitary are being built to the Township's standards and the approved plans. Time spent on sanitary work is being billed separately to WEWJA.

#### **H2O PA Grant Application 454-23**

- A grant application was submitted to the Commonwealth Financing Authority in December for upgrades to the Quarry Pump Station. The total project estimate is \$2,732,437. The application will be for 50% grant funding with 50% Township match. The most recent correspondence with DCED suggests that funding offers may not be announced until September (originally anticipated for July).

#### **MS4 Support 454-24**

- Updates will need to be made to the Township's existing stormwater ordinance to satisfy more recent PADEP guidance. A memorandum has been issued and KLH is currently preparing a draft ordinance.
- Permit Renewal Application is due August 2023 and revisions to the Township's Pollution Reduction Plan (PRP) are due January 2024.

#### **Developer Reviews**

- West Penn Power Maintenance Garage Land Development
- Mathew Senkinc Subdivision
- Ronald Robinson Subdivision

### **8. UNFINISHED BUSINESS**

No unfinished business was discussed at this time.

### **9. NEW BUSINESS**

#### **9A: Resolution Granting Preliminary and Final Minor Subdivision Approval for Ronald and Kelly Robinson for the Ronald Robinson Subdivision Plan of the Property Located at 600 Floral Hill Drive**

Mr. Stanick provided a brief explanation of the subdivision being proposed for the property at 600 Floral Hill Drive.

Mr. Luketich moved to approve a Resolution Granting Preliminary and Final Minor Subdivision approval for Ronald and Kelly Robinson for the Ronald Robinson Subdivision Plan of the

property located at 600 Floral Hill Drive. Mr. Grego seconded the motion. The motion passed on a unanimous vote.

**9B: Resolution Granting Preliminary and Final Minor Subdivision Approval for Matthew and Nicole Senkinc for the Matthew Senkinc Subdivision of the Property Located at 1427 N. Main Street**

Mr. Stanick provided a brief explanation of the subdivision being proposed for the property at 1427 N. Main Street.

Mr. Luketich moved to approve a Resolution Granting Preliminary and Final Minor Subdivision Approval for Matthew and Nicole Senkinc for the Matthew Senkinc Subdivision of the property located at 1427 N. Main Street. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9C: Resolution Granting Preliminary and Final Land Development Approval for West Penn Power for the Construction, Operation and Maintenance of a Mechanics Garage for the Property Located at 365 Washington Road**

Mr. Luketich moved to approve a Resolution Granting Preliminary and Final Land Development Approval for West Penn Power for the Construction, Operation and Maintenance of a Mechanics Garage for the property located at 365 Washington Road. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9D: Motion Authorizing Premiere Power Solutions, LLC to Shop for Renewal Rates for the Supply of Electricity and Natural Gas for Municipal Facilities**

Mr. Stanick explained that the township solicits bids every 2-3 years to get the best gas and electricity rates.

Mr. Weber moved to authorize Premiere Power Solutions, LLC to Shop for Renewal Rates for the Supply of Electricity and Natural Gas for Municipal Facilities. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9E: Resolution Amending the South Strabane Township Employee Manual Concerning Paid Time Off**

Mr. Stanick explained that the township entered into an MOU with public works at the last meeting regarding paid time off. To keep the benefits in parity with non-uniform employees, the employee manual is being amended.

Mr. Luketich moved to approve a Resolution amending the South Strabane Township Employee Manual concerning paid time off. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9F: Motion Accepting the Resignation of Firefighter Wyatt Streator**

Mr. Luketich moved to accept the resignation of Firefighter Wyatt Streator. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

Chair Burns stated that Wyatt Streator will be recognized at a later meeting for his 32 years of service.

**9G: Motion Ratifying the Termination of Steven Sluzynsky from the South Strabane Township Fire Department**

Mr. Weber moved to ratify the termination of Steven Sluzynsky from the South Strabane Township Fire Department. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9H: Motion Appointing Firefighter(s)**

Chief Cramer stated that with the retirement of Wyatt Streator, there will be movement within the Department among the volunteer and part-time staff. Chief Cramer introduced Martin Fantauzzi as the new full-time employee and Ryan La Coe, Brandon Newman and Noah Quattro as new part-time employees.

Mr. Grego moved to appoint Firefighter(s). Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9I: Motion Approving an Agreement with the South Strabane Volunteer Fire Department**

Chief Cramer provided an explanation of the Agreement.

Mr. Weber moved to approve an Agreement with the South Strabane Volunteer Fire Department. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9J: Resolution Honoring the Public Service of Township Manager Brandon Stanick**

Mr. Weber read the proclamation honoring the Public Service of Township Manager Brandon Stanick.

Mr. Weber moved to approve a Resolution Honoring the Public Service of Township Manager Brandon Stanick. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Following the vote, the Supervisors and the Solicitor thanked Mr. Stanick and wished him well in his future endeavors.

**9K: Motion Supporting the 225th Anniversary Parade of the Washington County Agricultural Fair and Serving as Applicant for a PennDOT Highway Occupancy Permit**

Mr. Stanick explained that PennDOT will only issue Highway Occupancy Permits to municipalities and not private citizens and organizations. South Strabane Township is serving as applicant on their behalf.

Mr. Weber moved to support the 225th Anniversary Parade of the Washington County Agricultural Fair and serving as applicant for a PennDOT Highway Occupancy Permit. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9L: Motion Approving Exhibit A to the Municipal Winter Traffic Services Agreement with PennDOT for the 2023-2024 Winter Season Manager**

Chair Burns explained that the Agreement covers the arrangement for the work that the township does for PennDOT.

Mr. Luketich moved to approve Exhibit A to the Municipal Winter Traffic Services Agreement with PennDOT for the 2023-2024 Winter Season. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9M: Motion Approving an Agreement with Jordan Cramer to Serve as Interim Township Manager**

Chair Burns explained that this Agreement is to provide a point of contact to ensure a smooth transition between the current administration to the next.

Mr. Weber moved to approve an Agreement with Jordan Cramer to Serve as Interim Township Manager. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Weber moved to table the appointment of the new Township Manager. Mr. Grego seconded the motion. The motion passed by unanimous vote.

**9N: Motion Approving a Road Bond Agreement with Columbia Gas Transmission, LLC for Use of Fischer Road During the Line 1570 / Line 1711 Actuation Project**

Chair Burns stated that this is a typical road bond agreement.

Mr. Luketich moved to approve a Road Bond Agreement with Columbia Gas Transmission, LLC for the use of Fischer Road during the Line 1570 / Line 1711 Actuation Project. Mr. Grego seconded the motion. The motion passed on a unanimous vote.

**9O: Motion Cancelling the BOS Regular Meeting on August 22, 2023, and Rescheduling the Meeting for August 29, 2023 at 7:00 p.m.**

Mr. Stanick explained it was necessary to reschedule the meeting due to staff scheduling issues.

Mr. Rich Luketich moved to cancel the BOS Regular Meeting on August 22, 2023, and reschedule the meeting for August 29, 2023 at 7:00 p.m. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

**10. ADJOURNMENT**

As no further business came before the Board, Mr. Luketich moved to adjourn. Mr. Weber seconded the motion. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Jeffrey L. Ziegler  
Township Manager