

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

**October 24, 2023**

**APPROVED MEETING MINUTES**

**1. CALL TO ORDER**

The October 24, 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; Mark Murphy, Vice Chair; Russell Grego; Richard Luketich; and Bob Weber.

Absent                                None

Also Present                        Township Manager Jeff Ziegler; Fire Chief Jordan Cramer; Marie Coffman, Finance Director; Township Solicitor Dennis Makel; Township Engineer Rob Horvat and Marisa Brletic.

**2. PLEDGE OF ALLEGIANCE**

Chair Burns led the Pledge of Allegiance.

Mr. Weber motioned to amend the agenda for a motion on public comment period. Mr. Grego seconded the motion. The motion passed 4-1 with Mr. Luketich voting against.

Mr. Weber made the motion to rescind the public comment period policy. Mr. Grego seconded the motion. The motion passed 4-1 with Mr. Luketich voting against.

**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. Each person addressing the Board of Supervisors is asked to limit their comments to a maximum of three (3) minutes.

Mr. Jeff Bull, resident of Main St., commented that over the past five years the budget has increased by \$1.8 million. He asked what the Epi-Center project is and how does it benefit the community. He also commented that he did not think the Board should be issuing letters of support on legislation weakening the Sunshine Law. Mr. Bull also stated that he does not think that Meadows Landing should be granted a time extension, but instead should have to go back and start from square one. He concluded his comments by saying the Township should follow the master plan with regard to Laboratory school.

Ms. Linda Rumbaugh, resident of Robin Drive stated that the time extension for Meadows Landing has expired and that the process needs to begin again from the start. She stated that there are over

190 deficiencies regarding the plan and that there should be a real discussion on those items, particularly number 82 and # 88.

Chair Burns stated that the deficiencies are issues between the DEP and the developer. He stated that the developer brought the escrow payments current and asked that the time extension be placed back on the agenda.

Charlene Scuvotti, resident of Pine Valley Road stated that at the June 27<sup>th</sup> meeting the Meadows Landing plan was tabled and at that meeting it was stated that the plan was going to expire the next day. Ms. Scuvotti stated that she spoke with the WCCD earlier in the day and reported that they told her there has been no effort to correct the outstanding deficiencies. She stated the developer used the wrong stormwater calculations and there are 191 deficiencies that need to be corrected.

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

Mr. Murphy moved to approve the September 19, 2023, Meeting Minutes Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to approve the September 26, 2023, Regular Meeting Minutes. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to approve the October 2, 2023, Budget Meeting Minutes. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to approve the October 4, 2023, Budget Meeting Minutes. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

#### **5. FINANCIAL BUSINESS**

- Payroll: \$ 134,943.21 (pay date of September 22, 2023)
- Payroll: \$ 133,896.90 (pay date of October 6, 2023)
- General Fund: \$ 824,411.78
- Liquid Fuels Fund: \$ 6,625.90
- Escrow: \$ 11,198.85
- Sewage Enterprise: \$ 8,975.90

**Total Expenditure: \$1,120,052.54**

- Overtime costs for the period include:
  - Police: \$ 2,621.25
  - Fire: \$ 2,414.39
  - Public Works: \$ 534.17
  - **Total OT: \$ 5,569.81** (pay date of September 22, 2023)
  
- Police: \$ 5,059.79
- Fire: \$ 147.99
- Public Works: \$ 328.72
- Total OT: \$ 5,536.65 (pay date of October 6, 2023)

General Fund:

- AmeriServ Trust (2023 Police Pension MMO) \$405,128.00

- Municipal Employees Insurance Trust \$ 62,307.56
- P.M.R.S. (2023 Non-Uniform MMO) \$ 82,880.00
- P.M.R.S. Firefighters Pension (2023 Fire MMO) \$157,847.00

**Reports and Documents Attached:**

- Expenses by Vendor Summary and Detail for the Period; and
- Police, Fire and Public Works Overtime Analysis for pay September 22, 2023, and
- Police, Fire and Public Works Overtime Analysis for pay October 6, 2023

Mr. Murphy moved to approve the payroll for the periods September 3, 2023, through September 16, 2023, and September 17, 2023, through September 30, 2023, and bills for the period September 23, 2023, through October 20, 2023. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**6. ANNOUNCEMENTS AND RECOGNITION**

Chair Burns announced that the Board met in Executive Session on September 26, 2023, to discuss potential litigation and obtain advice of legal counsel and on October 2, 2023, to discuss potential litigation.

Chair Burns announced the 2023 Property Beautification Awards to the following Residential Properties: Tom Regets – present to accept; Lisa & Bruce Wesley – not present; Karla & Richard Coyle – not present; Frank & Karen Gasper – present to accept and Gary & Wendy Recktenwald – present to accept. Commercial Property: Nicole Baculik from Tanger Outlets – present to accept. Certificates and yard signs were presented to the winners.

**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. Charlene Scuvotti, resident of Pine Valley Road commented that the Township had money in the budget for MS4 and that money was spent by the former Township Manager. She asked how that money would be replaced.

Mr. Jeff Bull, resident of Main St. asked what happened to the MS4 money and how much will taxes need to be increased to replenish those funds.

**Township Manager's Report**

Mr. Ziegler reported that Fall Leaf Pickup will be starting this Monday. Collection dates are scheduled for: October 30<sup>th</sup>, November 6<sup>th</sup>, November 13<sup>th</sup>, November 20<sup>th</sup> and November 27<sup>th</sup>. Mr. Ziegler also reported that the Township office will be closed on November 7<sup>th</sup> for Election Day and on November 10<sup>th</sup> in observance of Veteran's Day. He also reminded everyone that the November Township meeting will take place on November 21<sup>st</sup> due to the Thanksgiving holiday.

Mr. Ziegler also extended the reminder that Trick or Treat in South Strabane will take place on October 31<sup>st</sup> from 6:00pm through 8:00pm and asked that motorists be on the watch for the increased number of children out and about during this time.

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

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

### **Minutes and Agendas:**

- a) Planning Commission Regular Meeting Minutes – July 6, 2023;
- b) Green Team Meeting Agenda – September 21, 2023;
- c) Planning Commission Regular Meeting Agenda – October 5, 2023; and
- d) Green Team Meeting Agenda – October 19, 2023.

### **Reports and Publications:**

- a) Finance Report - September 2023;
- b) Fire Department Report – September 2023;
- c) Building Department/Code Enforcement Report – September 2023;
- d) Police Department Report – September 2023;
- e) Tax Collector's Report & Interim Collection Only – September 2023;
- f) Animal Control Monthly Report – August & September 2023;
- g) Township Engineer's Report – October 24, 2023;
- h) OR, Job Posting, Full time Police Officer – October 8, 2023;
- i) OR, Legal Notice, November's BOS meeting change – October 27, 2023
- j) DODGE Data & Analytics – October 2023; and
- k) Newsletter, Upper Chartiers Creek Watershed Assoc. – October 2023.

### **Correspondence:**

- a) Letter dated September 2023, from Diane L. Ambrose, Ex. Director of Citizens Library, the continued support to the library;
- b) Letter dated September 22, 2023, from Jeff Ziegler to 7 previous Community Park Master Plan Steering Committee members for an opportunity to apply for Parks & Rec. Board;
- c) Letter (w/o attachments) dated October 3, 2023, from Range Resources regarding a permit application/modification to drill the proposed Vankirk Clark 11822 5H in North Franklin Township;
- d) Letter dated October 5, 2023, from Sheila Gombita, Ex. Director of Freedom Transit, regarding financial support for the public transit services;
- e) Letter dated October 6, 2023, from State Rep. Tim O'Neal to Mrs. Larouere regarding the upcoming sale of the Laboratory School;
- f) Memorandum dated October 12, 2023, from Chief Cramer regarding Waste Management Services; and
- g) Letter dated October 17, 2023, from Sheila Gombita, Ex. Director of Freedom Transit, regarding their support to the Engineering Study on Berry Road.

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

Township Solicitor Dennis Makel reported that it has been the usual business this past month.

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

Township Engineer Rob Horvat reported that KLH is currently finalizing two (2) LSA grants for the Township, which are due tomorrow.

## **8. UNFINISHED BUSINESS**

### **8A: Motion to Remove the Meadows Landing Planned Residential Development From the Table.**

Mr. Luketich motioned to remove the Meadows Landing Planned Residential Development from the table. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

### **8B: Resolution Granting an Extension of Time for the Meadows Landing Planned Residential Development.**

Mr. Luketich motioned to approve the one (1) year time extension for the Meadows Landing Planned Residential Development. Mr. Weber seconded the motion. Mr. Weber asked Solicitor Makel to provide an explanation. Mr. Makel stated that the time extension was tabled on June 24, 2023, and that the Board of Supervisors had the ability to take it off the table and approve or deny the request. The motion passed 4-1 with Mr. Murphy voting against.

## **9. NEW BUSINESS**

### **9A: Annual MS4 Presentation by Marisa Brletic, KLH Engineers**

Ms. Brletic made a PowerPoint presentation on the Township's MS4 Program.

Mr. Weber asked if all annual reports were sent in on time. Ms. Brletic stated that they were sent in on time. Mr. Weber also asked about the quality of the water in the creeks. Ms. Brletic stated that many of the outfalls were flowing when they were checked earlier in the year. She stated that it may have been a wet period of time when they were checked and that plans are in place to recheck them. For any that are flowing, an investigation will follow up stream. Mr. Murphy asked about rain barrels and how they work. Ms. Brletic responded that rain barrels collect water from downspouts for reuse later when watering gardens, etc.

Mr. Jeff Bull asked that the MS4 Presentation be posted on the website.

Mr. Murphy asked if detention ponds can be turned into rain gardens. Ms. Brletic responded that in some cases they can, but it is situational specific.

Ms. Scuvotti expressed her concern about the salt storage at the mall and salt running into storm drains and wondered if this would be considered an illicit discharge. She also stated that the the operation and maintenance agreement for the storm basins at the Meadows Landing development is not being followed.

### **9B: Resolution Supporting the Submission of a Washington County Local Share Account Grant Application for Epi-Center Project at Tanger Outlets.**

Mr. Armando Ocando made a presentation on the proposed Epi-Center at Tanger Outlets, an \$18-\$20 million multifaceted recreational facility consisting of (8) eight basketball courts, which double as (12) twelve volleyball courts, (15) fifteen dedicated pickleball courts, and a featured restaurant. He requested that the Board pass a resolution to support an LSA grant application he is filing for the project. Mr. Weber asked if they have a timetable for the project. Mr. Ocando stated they would like to break ground in the middle of 2024.

Mr. Weber moved to approve a Resolution supporting the submission of a Washington County Local Share Account grant application for Epi-Center Project at Tanger Outlets. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9C: Motion to Execute the Deed Transferring the 13.059 Acre Parcel Known as the Smith Shaft Property from CNX Land, LLC to South Strabane Township for the sum of \$1.00.**

Mr. Murphy moved to execute the deed transferring the 13.059-acre parcel known as the Smith Shaft property from CNX Land, LLC to South Strabane Township for the sum of \$1.00 conditioned upon the final signoff from PA DEP. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9D: Public Hearing to Consider an Ordinance Amending Ordinance 3-22 Creating an Advisory Parks and Recreation Commission.**

Mr. Murphy moved to pass the Ordinance amending Ordinance 3-22 creating an advisory Parks and Recreation Commission. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9E-I: Motion to Make Appointments to the Township Parks and Recreation Commission.**

Chair Burns asked Chief Jordan Cramer to step forward and draw names to fill six (6) vacancies on the Commission from the six (6) applicants that has applied for consideration.

Results were as follows:

- Tom Hincy and Joanna Joseph were selected to fill five (5) year terms
- Robin Willis was selected to fill a four (4) year term
- George Rowand was selected to fill a three (3) year term
- Tina Zane was selected to fill a two (2) year term
- Michelle Rubleski was selected to fill a one (1) year term

Mr. Murphy made a motion to make the appointments to the Township Parks and Recreation Commission. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9J: Motion to Send a Letter of Support for Senate Bill 210 Amending the State Right-to-Know Law Regarding Requests for Commercial Purposes.**

Mr. Luketich made a motion to send a letter of support for Senate Bill 210 amending the State Right-to-Know Law regarding requests for commercial purposes. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9K: Motion to Send a Letter of Support for Senate Bill 525 Amending the State Right-to-Know Law Regarding Vexatious Requests.**

Mr. Murphy made a motion to send a letter of support for Senate Bill 525 amending the State Right-to-Know Law regarding vexatious requests. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9L: Motion Passing a Resolution Establishing an Impact Advisory Committee and Authorizing the Preparation and Public Advertisement of the Intent to Adopt an Impact Fee Ordinance.**

Mr. Murphy made a motion to approve a Resolution establishing an Impact Advisory Committee and authorizing the preparation and public advertisement of the intent to adopt an Impact Fee Ordinance. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9M: Motion to Reserve the Billy Bell Pavilion on the Second Saturday in September Each Year at no Cost For The Annual Pancake Neighborhood Reunion.**

Mr. Murphy made a motion to reserve the Billy Bell Pavilion on the second Saturday in September each year at no cost for the Annual Pancake Neighborhood Reunion. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**9N: Motion to Approving the Proposed 2024 Tentative Annual Budget.**

Mr. Murphy moved to approve the proposed 2024 tentative budget. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

**9O: Motion Authorizing the Amendment of the Findings of Facts and Conclusions of Law Regarding Champion Enterprises, LLC as Presented and by Removing the Traffic Signal Condition.**

Mr. Grego moved by authorizing the amendment of the Findings of Facts and Conclusions of Law regarding Champion Enterprises, LLC as presented and by removing the traffic signal condition. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

**10. ADJOURNMENT**

As no further business came before the Board, Mr. Weber moved to adjourn. Mr. Murphy seconded the motion. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jeffrey L. Ziegler  
Township Manager