

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

October 25, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The October 25, 2022 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	Bob Weber, Chair; Mark Murphy, Vice Chair; Bracken Burns; Russell Grego; and Richard Luketich.
----------------------	--

Absent	None
--------	------

Also Present	Township Manager Brandon Stanick; Assistant to the Township Manager Jim Sutter; Police Chief Drew Hilk; Fire Chief Jordan Cramer; Finance Director Janna Luton; Township Solicitor Dennis Makel; Township Engineer Kevin Creagh (via Zoom); Township Engineer Rob Horvat; and Stenographer Sheila Rozanc.
--------------	---

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.

Judy Panasik, resident on Green Crescent Drive, speaking in regards to Sunnyside Dispensary, which was recently granted Conditional Use approval to operate a Medical Marijuana Dispensary, stated no other businesses were aware it was going to begin operations. She also stated the address they provided was incorrect. Ms. Panasik inquired on the proposed addendum to the Development Agreement with the Burkett Manor Planned Residential Development. She stated it was a mistake not to include the matter, which clarifies which public improvements are dedicated to the Township and which are dedicated to the Washington-East Washington Joint Authority (“WEWJA”), in the original agreement and expressed displeasure with the additional legal fees incurred as a result. Ms. Panasik expressed displeasure over the possible purchase of a new fire apparatus. She inquired on why the Volunteer Fire Department (“VFD”) is not being included in discussions and stated the VFD knows how to save money.

4. **CONSIDERATION OF MEETING MINUTES**

Mr. Murphy moved to approve the Board of Supervisors Regular Meeting Minutes from September 27, 2022 as presented. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Luketich moved to approve the Board of Supervisors Budget Meeting Minutes from October 3, 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 Budget Meeting Minutes from October 11, 2022 as presented. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

5. **FINANCIAL BUSINESS**

The Board considered the following financial business:

- Payroll: \$ 127,438.21 (pay date of October 7, 2022)
- Payroll: \$ 130,995.91 (pay date of October 21, 2022)
- General Fund: \$ 800,797.01
- Liquid Fuels Fund: \$ 18,139.63
- Escrow: \$ 21,288.49
- Sewage Enterprise: \$ 12,052.31
- **Total Expenditure: \$1,110,711.56**
- Overtime costs for the period include:
 - Police: \$ 2,189.00
 - Fire: \$ 453.56
 - Public Works \$ 0.00
 - **Total OT: \$ 3,272.56** (pay date of October 7, 2022)
- Police: \$ 3,342.86
- Fire: \$ 216.52
- Public Works \$ 1,293.98
- **Total OT: \$ 4,853.36** (pay date of October 21, 2022)

General Fund:

- Municipal Employees Insurance Trust (October Coverage) \$ 52,169.00
- PMRS 2022 MMO Firefighters Pension \$152,094.00
- PMRS 2022 MMO Non Uniform Pension \$ 67,858.08
- AmeriServe Trust 2022 MMO Police Pension \$399,868.00
- Citizens Library 2022 Contribution \$ 9,700.00

Mr. Luketich moved to approve the payroll for the periods September 18 through October 1, 2022 and October 2 through October 15, 2022 and Bills for the period September 24, 2022 through October 21, 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS AND RECOGNITION

Chair Weber announced the Board held Executive Session on October 11 and October 25, 2022 to discuss matters related to personnel and litigation.

Mr. Murphy moved to replace Agenda Item 9E with the following: Resolution Authorizing the Submission of a Local Share Account (“LSA”) Grant Application – Community Park Overflow Parking Project. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Burns moved to add Agenda Item 9F: Resolution Authorizing the Submission of a LSA Grant Application – Engine 44-2 Replacement Project. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Grego moved to add Agenda Item 9G: Motion Authorizing the Purchase of a new Pierce Ascendant 107-foot Aerial Fire Apparatus in the Amount of \$1,319,610 Financed over 20 Years Beginning in 2026. Mr. Burns seconded the motion.

A discussion ensued regarding process.

The motion passed on a 3-2 vote with Mr. Luketich and Mr. Murphy voting no.

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 Public Works will be conducting their curbside leaf and yard waste collection on Mondays from October 31st through November 28th. Mr. Stanick reported the Municipal Building will be closed on November 8th for Election Day and November 11th for Veteran’s Day

Secretary/Treasurer’s Report

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

Minutes and Agendas:

- a) Planning Commission Meeting Minutes – September 1, 2022;
- b) Planning Commission Meeting Agenda – October 6, 2022; and
- c) Zoning Hearing Board Meeting Agenda – October 10, 2022.

Reports and Publications:

- a) Fire Department Report – September 2022;
- b) Building Department/Code Enforcement Report – September 2022;
- c) Police Department Report – September 2022;
- d) Tax Collector’s Report & Interim Collection Only – September 2022;

- e) Animal Control Officer's Report – September 2022;
- f) MS4 Report – January 2021;
- g) Township Engineer's Report – October 25, 2022;
- h) OR Public Notice, Pankratos and Medical Marijuana Text Amend. and Cond. Use – September 13 & 20, 2022;
- i) OR Public Notice, Eat'n Park Hospitality Group, Menards and Berry Professional Associates – August 31 and September 4, 2022;
- j) OR Public Notice for Berry Professional Associates and Champion Christian Center, Inc. – October 20 & 27, 2022;
- k) DODGE Data & Analytics – October 2022; and
- l) Freedom Transit Newsletter – October 2022.

Correspondence:

- a) Letter dated October 3, 2022 from SSTPD John Beckus thanking the Township's Donation to the Battle of the Badges event;
- b) Letter (*w/o attachments*) dated October 6, 2020 from Range Resources regarding a permit application to drill the proposed Redd Earl Unit 11H-14H Well in Amwell Township;
- c) Letter dated October 6, 2022 from Sheila J. Gombita, Executive Director of Freedom Transit, regarding continued financial support; and
- d) Letter dated October 7, 2022 from Melanie Wolfe, Community Circle Food Pantry, regarding a Holiday Food Drive.

Township Solicitor's Report

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

Township Engineer's Report

Township Engineer Kevin Creagh reported on the following activities:

Community Park 454-08

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

Strabane Manor Phase 4

- KLH completed a walkthrough with Maronda Homes ahead of the final wearing course layer being placed. There are some areas of base repair that need repaired prior to the final course, which Maronda was made aware of in a follow-up email.

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.

Act 537 Update 454-21

- KLH has started the preliminary work on the Act 537 Plan update for the Township.

Developer Reviews

- KLH did not have any reviews for the Planning Commission this month.

Mr. Creagh stated he is transitioning to a new position with KLH Engineers and as a result he will be pulling back from day-to-day client work. He introduced Rob Horvat, who will act as new client representative for the Township. Chair Weber offered his congratulations to Mr. Creagh and welcomed Mr. Horvat.

8. UNFINISHED BUSINESS

8A: Motion Approving a Boundary Change between the City of Washington and South Strabane Township

This item remained on the table.

9. NEW BUSINESS

9A: Presentation from Citizens Library

Kathy Pienkowski, representative of Citizens Library, was in attendance and provided an overview of the programs and services being offered by the Library.

9B: Motion Approving an Agreement with the North Strabane Township Sanitary Authority (“NSTSA”), Washington-East Washington Joint Authority and Washington Penn Plastic Co., Inc. (“WPP”) to Allow a Sanitary Sewer Connection from the WPP Facility (1604 S.R. 136) to Connect to the NSTSA Treatment Plant

Mr. Stanick reported that Staff continues to work with WEWJA and the NSTSA regarding a multi-party agreement with WPP to allow their facility along Route 136 to connect to the NSTSA treatment plant. Mr. Stanick recommended no action be taken at this time as the agreement is under review by WPP.

9C: Motion Approving an Addendum to the Development Agreement with PA Finance II, LLC for the Burkett Manor Planned Residential Development

Mr. Stanick reported the purpose of the attached Addendum to the Burkett Manor Development Agreement (“Agreement”) is to clarify the dedication of the public improvements that will be generated as a result of the development. The existing Agreement does not distinguish between the public improvements that will be dedicated to the Township (roadway, right-of-way and stormwater conveyance system) from those dedicated to WEWJA (the sanitary sewer conveyance system). The Addendum has been prepared to address this matter and clarify the public improvements that will be dedicated to both the Township and to WEWJA.

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

9D: Motion Approving a Winter Maintenance Agreement with J. Angelides Enterprises for Bradford Run Phases 2 and 3 (Morgan Dr. and Stevens Ct.)

Mr. Stanick reported that J. Angelides Enterprises, LP, Developer for the Bradford Run Development is requesting the Township enter into a Winter Maintenance Agreement (“Agreement”) for snow and ice clearance, as well as the application of anti-skid and/or deicing materials for the entire lengths of Morgan Drive and Stevens Court located in Bradford Run Phase 2 and Phase 3 respectively. The Agreement is in the amount of \$1,430 and terminates on April 15, 2023.

Mr. Burns moved to approve a Winter Maintenance Agreement with J. Angelides Enterprises for Bradford Run Phases 2 and 3 (Morgan Dr. and Stevens Ct.). Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

9E: Resolution Authorizing the Submission of a LSA Grant Application – Community Park Overflow Parking Project

Mr. Stanick requested the Board pass a resolution to submit a LSA grant application for the completion of the Community Park Overflow Parking Extension Project. This Project is a collaboration between Supervisor Murphy and Public Works Director Grego presented during an earlier budget meeting. This \$40,000-\$50,000 project would seek to accommodate additional parking as the use of Community Park has grown extensively over the past five years. This Project is also consistent with the 2021 Community Park Master Plan for additional parking in this vicinity. Mr. Stanick noted the Township would provide a matching contribution in the form of labor from the Public Works Department.

Mr. Burns moved to approve the Resolution authorizing the submission of a LSA Grant Application for the Community Park Overflow Parking Project. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9F: Resolution Authorizing the Submission of a LSA Grant Application – Engine 44-2 Replacement Project

Mr. Stanick reported a resolution to submit a LSA grant application for a 50/50 matching grant for the replacement of Engine 44-2, which was authorized for purchase earlier this year, in the amount of \$332,941.50 (Total replacement cost of \$665,882.50) is presented to the Board.

Mr. Burns moved to approve the Resolution authorizing the submission of a LSA Grant Application for the Engine 44-2 Replacement Project. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9G: Motion Authorizing the Purchase of a new Pierce Ascendant 107-foot Aerial Fire Apparatus in the Amount of \$1,319,610 Financed over 20 Years Beginning in 2026

Fire Chief Jordan Cramer introduced the item and reported a motion is being requested to enter into an agreement to purchase a replacement aerial fire apparatus to be delivered in 2026. Marcia Deeb, resident on Fox Drive, asked Chief Cramer to explain what it means when the Fire

Department is described as hybrid. Chief Cramer explained it means fire protection and emergency medical services are provided through the joint effort of career firefighters employed by the Township and VFD. He stated you will hear positive comments regarding this setup from an overwhelming majority of the VFD members.

Chief Cramer stated he is strongly suggesting the purchase of a new aerial apparatus due to the limitations of the current apparatus compared to South Strabane's needs. He stated the current 76-foot aerial apparatus does not count towards the Fire Department's Insurance Services Office ("ISO") Rating, which affects the insurance rates of everyone in the Township. Additionally, build times are 3 years out and costs continue to rise. He stated should the Township desire to lock in a price, the Township must sign an agreement; however, no payments are required until 90 days prior to delivery, which is expected in late 2025 or early 2026.

Chief Cramer stated the Board recently observed the difficulties the current aerial apparatus experiences at some of the more challenging buildings. Chief Cramer stated the current aerial apparatus is mechanically and operationally in good condition, and the Fire Department plans to continue to use it as an engine in the future. When the new apparatus is received, they would sell one of the older engines scheduled for replacement at that time.

Ms. Deeb inquired on the possibility of a used apparatus being purchased. Chief Cramer stated it is almost impossible to find one that would count towards the Department's ISO Rating because departments in Florida that had apparatus destroyed by Hurricane Ian are being given the first opportunity to purchase. Ms. Deeb asked Chief Cramer to provide an example of a building in the Township that cannot be served by the current aerial apparatus. Chief Cramer identified the Beau Regency, Thomas Campbell Apartments, Executive House and all hotels as examples. He also noted setbacks are an issue as well, not just the height of a structure.

Mr. Murphy asked how often the ladder was extended on the current aerial apparatus last year. Chief Cramer stated four times and described this figure as a significant amount. Mr. Luketich asked if the current apparatus was effective in those instances. Chief Cramer stated it was not in one circumstance and it resulted in one fatality and six people injured. Mr. Luketich stated the Zoning Code allows a structure 120 feet in height and asked what the Fire Department would do for a structure of that height, given the proposed new aerial apparatus is only 107 feet in height. Chief Cramer stated they would raise it as high as possible and it would still be more effective than the current aerial. A discussion ensued regarding the effectiveness of the proposed new aerial apparatus.

Mr. Luketich inquired on the condition of the current aerial apparatus. Chief Cramer stated it requires frequent repairs. Mr. Luketich asked for clarification on the new vehicles being requested by the Fire Department. Chief Cramer stated a Ford F-150 squad and a new Rescue Engine to replace Engine 44-2, which was recently removed from service for safety reasons, are on order. Ms. Deeb inquired on the possibility of pursuing a joint purchase of a new aerial apparatus with adjacent municipalities. Chief Cramer stated this has been discussed, but the Township should have their own for several reasons. Mr. Luketich noted most adjacent communities are not interested in joint programs and remarked upon the recent study performed by the DCED to provide regional fire protection services.

Mr. Luketich noted the expense of the proposed aerial apparatus and stated a tax would be required to pay for it. Chief Cramer noted there will be the opportunity to apply for grants to offset the cost over the next three years prior to the first payment being due. Mr. Luketich stated an increase in taxes will still be needed and asked if this purchase is the best option. Following a comment from Mr. Grego regarding setback issues in the Windsor Highlands neighborhood, a discussion followed regarding fire protection in this neighborhood.

Chair Weber inquired on the expected life of the proposed new aerial apparatus. Chief Cramer stated it would be in service for approximately 20 years. He stated the character and make-up of the Township necessitates an aerial apparatus of this size. Chief Cramer confirmed the price will increase on November 1st upon a question from Chair Weber. Chief Cramer stated the need for this apparatus will only increase as time goes on.

Mr. Burns remarked upon the demonstration from Chief Cramer showing the deficiencies of the current aerial apparatus. He stated he appreciates Chief Cramer's concern and agrees the Township needs this new aerial apparatus. Mr. Burns stated that if Chief Cramer says what is currently in service is inadequate, it is the job of the Board to make it adequate. Mr. Luketich stated the Zoning Code should be changed given the height of structures permitted in the Township. Chair Weber and Mr. Grego expressed their agreement with Mr. Luketich.

Mr. Luketich asked what is required in the City of Pittsburgh. Chief Cramer stated sprinkler systems are required in their buildings. Chair Weber expressed a desire for South Strabane to be a safe community. Mr. Murphy noted Thomas Campbell Apartments are installing sprinklers. He stated Executive House does not have sprinklers, but all hotels have them installed. Mr. Murphy stated there are only two buildings in the Township the current apparatus cannot cover and do not have sprinklers installed. Chief Cramer stated Northgate and Presbyterian Care also are in this category. Chief Cramer stated sprinklers are a fantastic tool, but they do not remove the need for the proposed new aerial apparatus.

Mr. Murphy inquired on where the apparatus would be housed. Chief Cramer stated it would be housed at Station 1 and the other at Station 2. Mr. Murphy inquired on why the old one would be kept. Chief Cramer stated it is still an operational fire engine despite the issues. Mr. Stanick inquired on the potential amount the Township could earn from the sale of the old apparatus. Chief Cramer stated it would be hard to determine this amount because the VFD owns it. Mr. Luketich asked if Chief Cramer had looked for a used aerial apparatus. Chief Cramer stated he had, but the most recent he could find were built over 20 years ago.

Chief Cramer stated the Fire Department's call volume has increased. Mr. Luketich asked if they are mostly medical calls or false alarms. Chief Cramer stated they are mostly medical or accidents and that false alarms are rare.

Mr. Burns moved to authorize the purchase of a new Pierce Ascendant 107-foot aerial fire apparatus in the amount of \$1,319,610 financed over 20 years beginning in 2026. Mr. Grego seconded the motion.

Mr. Murphy asked how the Township will be able to pay for the proposed new aerial apparatus. Mr. Stanick stated the Township has the ability to institute a fire tax up to 3 mills to pay for fire

services. He stated 0.1 mills would generate approximately \$125,500 per year. Mr. Makel expressed concern regarding a cancellation charge for a commercial chassis in the agreement. Chief Cramer stated this does not apply because it is not a commercial chassis. He stated the price in the agreement is firm and is protected with a bond. A discussion on potential non-tax funding sources ensued. Chief Cramer stated the current aerial apparatus will need to be replaced eventually.

Chair Weber called for a roll call vote:

Ayes (3): Mr. Burns, Mr. Grego and Chair Weber

Nays (2): Mr. Luketich and Mr. Murphy

The motion passed by a 3-2 vote.

10. ADJOURNMENT

Mr. Murphy moved to adjourn. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote. The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager