

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

January 3, 2022

APPROVED MEETING MINUTES

1. CALL TO ORDER

The January 3, 2022 Reorganization Meeting of the South Strabane Township Board of Supervisors (“Board”) came to order at 7:09 p.m. in the Mae C. Reynolds 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; Police Chief Drew Hilk;
Solicitor Dennis Makel; and Township Engineer Dave Coldren.

2. PLEDGE OF ALLEGIANCE

Chair Weber lead the Pledge of Allegiance.

3. PUBLIC COMMENT

The Township Board of Supervisors allocates a period of time during this item for those individuals who would like the opportunity to address the Board of Supervisors on any matter. Each person addressing the Board of Supervisors is asked to limit their comments to a maximum of three (3) minutes.

There were no Public Comments.

4. REORGANIZATION ITEMS

Board of Supervisors Chair: Mr. Murphy moved to open nominations for Chair of the Township Board of Supervisors for 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy nominated Bob Weber for Chair. Mr. Weber accepted the nomination.

With there being no further nominations, Mr. Murphy moved to close nominations. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to appoint Bob Weber as Chair for 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Board of Supervisors Vice Chair: Mr. Grego moved to open nominations for Vice Chair of the Township Board of Supervisors for 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Grego nominated Mark Murphy as Vice Chair. Mr. Murphy accepted the nomination.

With there being no further nominations, Mr. Murphy moved to close nominations. Chair Weber seconded the motion. The motion passed on a unanimous voice vote.

Chair Weber moved to appoint Mark Murphy as Vice Chair for 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

2022 Board of Supervisors Meeting Date and Time: Mr. Murphy asked if scheduling the meetings at 6:00 p.m. would be possible. Mr. Luketich expressed a preference for keeping meetings at 7:00 p.m. Mr. Grego stated that it does not matter to him. Mr. Burns echoed Mr. Grego's sentiment. A consensus was reached to continue to hold meetings at 7:00 p.m.

Chair Weber moved to hold Regular Meetings of the Board of Supervisors for 2022 on the fourth Tuesday of every month at 7:00 p.m. with the exception of December 13th and Non-Legislative meetings on Tuesdays at 10:00 a.m. on February 8th, May 10th, August 9th, and December 6th in the Meeting Room of the Municipal Building. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Use Roberts Rules of Order as Guidelines: Chair Weber moved to use Roberts Rules of Order as a guideline for parliamentary procedure during meetings for 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Township Manager/Secretary-Treasurer/Pension Fund Administrator/Zoning Officer: Mr. Murphy moved to appoint Brandon Stanick as Township Manager, Secretary-Treasurer, Pension Fund Administrator and Zoning Officer for 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Township Solicitor/Township Labor Counsel/Zoning Hearing Board Solicitor: Township Manager Brandon Stanick read the following fees for the proposed legal service providers:

Township Solicitor	Makel & Associates	\$125/hour
Labor Counsel	Campbell, Durrant, Beatty, Polumbo and Miller	Principals - \$220/hour Sr. Assoc. - \$200/hour Assoc. - \$190/hour Paralegals - \$150/hour

ZHB Solicitor	Sweat Law Offices	Sr. Attorney - \$170/hour Sr. Assoc. - \$160/hour Associate - \$140/hour
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Mr. Murphy moved to appoint Makel & Associates to serve as Township Solicitor, Campbell, Durrant, Beatty, Polumbo and Miller to serve as Labor Counsel and Sweat Law Offices to serve as Zoning Hearing Board Solicitor for 2022 at the rates presented. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Police Negotiations Committee: Mr. Grego moved to appoint Richard Luketich and Mark Murphy to serve on the Police Negotiations Committee with the Township Manager and Labor Counsel. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Firefighter Hiring Committee: Mr. Grego moved to appoint Richard Luketich and Mark Murphy to serve on the Firefighter Hiring Committee with the Township Manager and Fire Chief. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Police Officer Hiring Committee: Mr. Grego moved to appoint Richard Luketich and Mark Murphy to serve on the Police Officer Hiring Committee. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Establish Depository Institution(s): Mr. Murphy moved to designate Washington Financial Bank and Slovenian Savings and Loan as Township depository institutions. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Assistant Secretary/Treasurer and Assistant Zoning Officer: Chair Weber moved to appoint Jim Sutter as Assistant Secretary/Treasurer and Assistant Zoning Officer for 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Emergency Management Coordinator: Mr. Murphy moved to appoint Scott Reese to serve as Emergency Management Coordinator for 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Tax Collectors: Chair Weber moved to appoint Keystone Collections as Local Services/Delinquent Tax Collector for 2022 and Laura Keisling as Real Estate/Delinquent Tax, Mercantile/Delinquent Tax and Per Capita/Delinquent Tax Collector for 2022. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Certified Public Accountant as Auditor: Mr. Murphy moved to appoint Cypher and Cypher, CPA to conduct the 2021 Year Audit. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Township Engineer: Mr. Grego moved to appoint KLH Engineers as the Township Engineer for 2022 at \$135/hour. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Alternate & MS4 Engineer: Mr. Murphy moved to appoint Harshman CE Group, LLC to serve as Alternate and MS4 Engineer at \$125/hour. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Planning Commission: Mr. Murphy moved to appoint Jay Gordon, Joseph Kopko and Fred Pozzuto to serve on the Planning Commission for 4-year terms expiring December 31, 2025. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Vacancy Board: Mr. Murphy moved to appoint Bob Jones to serve on the Vacancy Board for a 1-year term expiring on December 31, 2022. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Zoning Hearing Board: Mr. Murphy moved to appoint Michele Tysiak to serve on the Zoning Hearing Board to fulfill the remainder of a 3-year term expiring on December 31, 2023. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Washington County Tax Collection District Representative: Chair Weber moved to appoint Brandon Stanick as the Township's representative on the Washington County Tax Collection District Board of Delegates. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

Washington County Sewage Council Representative: Mr. Murphy moved to appoint Brandon Stanick to serve as the Township's representative on the Washington County Sewage Council. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

PSATS Convention Voting Delegates: Mr. Murphy moved to appoint Bracken Burns to serve as the Township's Delegate and Russell Grego to serve as the Alternate Delegate for the 2022 PSATS Convention. Chair Weber seconded the motion. The motion passed on a unanimous voice vote.

PSATS Convention Attendees: Mr. Murphy moved to approve all Supervisors and the Township Manager as attendees for the 2022 PSATS Convention. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

5. ANNOUNCEMENTS

There were no announcements

6. NEW BUSINESS

6A: Motion Renewing a Contract with Animal Control & Care Services, LLC.

Mr. Stanick presented for the Board's consideration a contract with Animal Control and Care Services, LLC. ("Contractor") ending December 31, 2024 in the amount of \$375 per month (an increase of \$50/month). Services provided to the Township include the enforcement of state and local dog laws on a 24/7 emergency basis. Typically, this service is initiated by residents directly reporting to the Contractor any stray/lost dogs or dogs that have bitten. The contract also continues the provided service of having the Contractor remove and process any dead deer found along Township rights-of-way. Solicitor Makel has reviewed the contract and finds its terms favorable.

Mr. Murphy moved to renew the contract with Animal Control & Care Services, LLC. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

6B: Motion Renewing an Employment Agreement with the Township Manager

Mr. Stanick presented for the Board's consideration an employment agreement with the Township Manager for 2022 and 2023.

Mr. Murphy moved to renew an employment agreement with the Township Manager for two years contingent on a favorable evaluation. Mr. Grego seconded the motion. The motion passed on a unanimous voice vote.

7. ADJOURNMENT

As no further business came before the Board, Mr. Murphy moved to adjourn the meeting. Chair Weber seconded the motion. The motion passed on a unanimous voice vote. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager