

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

August 12, 2020

APPROVED MEETING MINUTES

1. CALL TO ORDER

The August 12, 2020 Special Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 2:00 p.m. in the Mae C. Reynolds Meeting Room of the Municipal Building (550 Washington Road).

The following were present:

Board of Supervisors Thomas Moore, Chairman, Richard Luketich, Vice Chairman; Bracken Burns; Mark Murphy; and Bob Weber.

Also Present Township Manager Brandon Stanick; Assistant to the Township Manager Patrick Conners; and Community Relations Intern Renna Wrubleski.

2. PLEDGE OF ALLEGIANCE

Chair Moore led the Pledge of Allegiance.

3. PUBLIC COMMENT

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

There were no Public Comments.

4. ANNOUNCEMENTS

Township Manager Stanick reported that the Strategic Fire Services Steering Committee met on August 10th to kickoff the Fire Services Strategic Planning Initiative with the Volunteer Fire Department and the Zoning Hearing Board met on August 11th.

5. UNFINISHED BUSINESS

There was no unfinished business.

6. NEW BUSINESS

6A: Motion Adopting an Ordinance Increasing the Indebtedness of the Township by the Issue of a General Obligation Note in the Amount of \$235,000 for Sundry Purposes; Fixing the Form, Number, Date, Interest and Maturity Thereof; Making a Note; Providing for the Filing of the Required Document; Providing for the Appointment of a Sinking Fund Depository for the Note; and Authorizing Execution, Sale and Delivery Thereof

Township Manager Stanick reported that at its meeting on June 23, 2020, the Board awarded the bid for the Community Park Restroom/Kitchen Project (“Project”) in the amount of \$220,000 to J5 Construction and directed the Township Manager to proceed with short term financing to fund the Project. He noted that at its meeting on July 28th, the Board unanimously accepted the commitment letter from CFS Bank outlining the terms and conditions of the General Obligation Note (tax exempt) which includes a 1.25% fixed rate in the amount of \$235,000 (greater than the cost in the event of any unforeseen circumstances) that is to be paid in full by December 31, 2021.

He presented for the Board’s consideration an ordinance prepared by the Township Solicitor that is required pursuant to the PA Local Government Unit Debt Act (“LGUDA”) prior to increasing debt. As a requirement of LGUDA, the Township advertised the Board’s consideration of the ordinance in the August 7th edition of the O-R (once, no more than 30 days and not less than 3 days). He noted that should the Board adopt the ordinance, a notice of enactment shall be advertised within 15 days.

Mr. Ray Mosco, CFS Bank’s Business Development Officer, briefly explained the terms and conditions of the General Obligation Note. He noted that the entirety of the loan must be paid by December 31, 2021. He highlighted the extremely favorable interest rate of 1.25% citing that the loan is “tax free”. Township Solicitor Makel reported that if approved, he would relay all pertinent documentation electronically to the Pennsylvania Department of Community and Economic Development (DCED). He noted that timelines have been delayed due to the COVID-19 Pandemic.

After a brief discussion, Mr. Burns moved to adopt an Ordinance increasing the indebtedness of the Township by issue of a General Obligation Note in the amount of \$235,000 for Sundry purposes. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

6B: Report and Presentation Regarding the Township Community Outreach Initiative

Assistant to the Township Manager Connors reported that over the summer months LGA Intern Ms. Renna Wrubleski has served as the Township’s first Community Relations Intern. He noted that Ms. Wrubleski has contributed to a variety of Township projects and initiatives and has become an invaluable member of the South Strabane team since her arrival.

Ms. Wrubleski presented for the Board an outline of her various projects while interning for the Township. She highlighted data gathered through an interactive survey which was crafted to illicit responses from residents and visitors on the topic of community programming. She stated the final step for the project would be to evaluate the data and generate a plan for programming that the Township can use as a reference moving forward.

The Board thanked Ms. Wrubleski for her efforts and commended her on the results of the project.

Mr. Luketich expressed his interest regarding the establishment of a 529 savings plan for Township employees. He noted that the Pennsylvania State Association of Township Supervisors offers educational workshops for the development of municipal accounts. Township Manager Stanick reported that Financial Analyst Coffman is continuing to look into the matter. He stated he would report back to the Board at the next meeting.

7. **ADJOURNMENT**

Mr. Burns moved to adjourn the meeting. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager