

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

January 26, 2021

APPROVED MEETING MINUTES

1. CALL TO ORDER

The January 26, 2021 Regular Meeting of the South Strabane Township Board of Supervisors (Board) came to order at 7:00 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; and Rich Luketich.

Absent Thomas Moore

Also Present Township Manager Brandon Stanick; Assistant to the Township Manager Patrick Conners; Police Chief Drew Hilk; Township Engineer Kevin Creagh (via Zoom); and Township Solicitor Chris Furman.

2. PLEDGE OF ALLEGIANCE

Chair Weber led the Pledge of Allegiance.

3. PUBLIC COMMENT

There were no Public Comments.

4. CONSIDERATION OF REORGANIZATION MEETING MINUTES – JANUARY 4, 2021

Mr. Luketich moved to approve the January 4, 2021 Board of Supervisors Reorganization Meeting Minutes 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: \$ 122,195.23 (pay date of December 18, 2020)
- Payroll: \$ 125,332.30 (pay date of December 31, 2020)
- Payroll: \$ 117,254.32
- General Fund: \$ 140,181.46

- Liquid Fuels Fund: \$ 42,954.22
- Capital Improvement: \$ 82,017.57
- Escrow: \$ 5,150.00
- Drug Fund: \$ 10,000.00
- Total Expenditure: \$ 645,085.10**

Overtime costs for the period include:

- Police: \$ 4,054.25
- Fire: \$ 1,235.73
- Public Works \$ 3,046.62
- **Total OT:** \$ **8,336.60** (pay date of December 18, 2020)

- Police: \$ 6,808.19
- Fire: \$ 1,366.50
- Public Works \$ 10,464.31
- **Total OT:** \$ **18,639.00** (pay date of December 31, 2020)

- Police: \$ 4,042.09
- Fire: \$ 1,219.02
- Public Works \$ 879.60
- **Total OT:** \$ **6,055.19** (pay date of January 15, 2021)

Please know the following expenses are included for this period:

General Fund:

Municipal Employees Insurance Trust (February Coverage) \$50,066.07

Liquid Fuels:

American Rock Salt (Ice Control Salt) \$39,914.03

Capital Fund:

FNB Equipment Finance (Police: 2nd Installment – two 2020 Ford Interceptors) \$23,909.44

J5 Construction (Pay Application #6 – Community Park Kitchen & Bath) \$14,393.00

KS State Bank (Final Installment on International w/Plow) \$43,715.13

Mr. Murphy moved to approve the payroll for the periods November 29 through December 12 and December 13 through December 26 and December 27 through January 9 and the Bills for the period December 16, 2020 through January 22, 2020. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

6. ANNOUNCEMENTS

Township Manager Stanick noted the Zoning Hearing Board would be convening on Monday, February 8, 2021 at 7:00 p.m. for two Public Hearings.

7. TOWNSHIP REPORTS

Municipal Separate Storm Sewer System (MS4) Report

Chair Weber noted 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 (3) minutes.

No comments were received.

Township Manager's Report

Pancake Neighborhood Rezoning

Township Manager Stanick reported that after receiving direction from the Board of Supervisors concerning a request to evaluate the zoning for the Pancake Neighborhood, the Planning Commission (at its December 3rd meeting) recommended the rezoning of 10 lots (approx. 14.5 acres) from a C-2 General Commercial to a R-4 Medium-Density Residential zoning designation, as well as the rezoning of one parcel (site of Nickles Bakery and Sam Cohen and Sons) from R-3/C-2 to entirely C-2; this one parcel was zoned under two different districts. He highlighted that a public hearing at the Board of Supervisors meeting is scheduled for February 23, 2021.

Burkett Manor Development Rezoning & Master Plan

Township Manager Stanick reported that at its meeting on January 7th, the Planning Commission recommended approval of the zoning change (from C-2 to R-4) and the proposed Master Plan for the proposed Burkett Manor PRD (Burkett Lane/Rt. 19) with the following conditions: i) the applicant shall indicate how Burkett Lane will be brought up to Township Standards in anticipation of being adopted as a public street; ii) the buffer yards shall be amended to reflect the Township Code requirements; iii) the 75-foot setback shall be measured from the "southern" right of way of Burkett Lane; and iv) the Applicant will review emergency access with the Township's Fire Chief. He highlighted that a public hearing to consider the change is scheduled for the February 23, 2021 BOS meeting, which will also include consideration of a Master Plan.

CARES ACT Funding

Township Manager Stanick reported that after the first of the year, the Township received ~\$303,000 in CARES ACT funding as a grant reimbursement for expenses associated with the COVID-19 Pandemic. He noted that this represents approximately 90% of the Township's total eligible amount. He stated the County Commissioners will be present on February 8th at the Municipal Building for a check presentation.

Manifold Rd. Streambank Restoration Project

Township Manager Stanick reported that on January 21st, he and Township MS4 Engineer Sarah Boyce presented a request for funding for the Manifold Rd. Streambank Restoration Project in the amount of \$150,000 to the LSA Committee. He stated that on January 22nd the Committee forwarded a recommendation to fund the project to the County Board. He noted that responses from the PA Watershed Restoration Program by the DCED have been delayed due to the priority of administering the CARES ACT funding late last year. He cited that no process update is being provided at this time.

Community Park Master Plan Update

Township Manager Stanick reported that the Steering Committee met over Zoom on January 19th and: i) reviewed the results of the community survey/questionnaire, ii) discussed dates, locations and advertising for the upcoming public engagement meeting, iii) discussed opportunities and constraints with the site; iv) reviewed key person interview information; and v) established a regular meeting date of the 3rd Tuesday of each month.

Glass Recycling Partnership

Township Manager Stanick reported that East Washington Borough has submitted a formal 30-day notice informing the Township of their intention to withdraw from the glass dumpster recycling Agreement. He noted Staff would work to finalize the withdrawal in the coming weeks.

Township Solicitor's Report

Solicitor Furman had nothing to report.

Township Engineer's Report

COMMUNITY PARK KITCHEN AND BATHROOM 2020-01

Township Engineer Creagh reported that J5 Construction is nearing the completion of the project. He cited that Pay Application #6 for \$14,393.00 is attached under separate cover for the Board's review and potential approval.

2020 CIPP CONTRACT 2020-02 454-02-009

Township Engineer Creagh reported that KLH is working with Standard Pipe Services in order to establish a start date for the project.

PLANNING COMMISSION

Township Engineer Creagh reported that KLH has reviewed a Land Development Application submitted of Joshua Deyell (since retracted), a Subdivision and Land Development application for Bradford Run Phase 4, a Land Development Application submitted by Chapman Properties for their Southport Development, and a Conditional Use Application for a vehicle repair garage at 390 Washington Road for the Planning Commission.

Secretary/Treasurer's Report

The following items have been received or issued between December 12, 2020 and January 23, 2021:

Minutes and Agendas:

- a) Sanitary Authority Meeting Minutes – November 25, 2020;
- b) Planning Commission Regular Meeting Minutes – December 3, 2020;
- c) Green Team Meeting Minutes – December 17, 2020;
- d) Planning Commission Reorg and Regular Meeting Agenda – January 7, 2021;
- e) Elected Board of Auditors Reorganization Meeting Agenda – January 18, 2021;
- f) Community Park Steering Committee Meeting Agenda – January 19, 2021;
- g) Green Team Meeting Agenda – January 21, 2021; and
- h) Zoning Hearing Board Reorg and Regular Meeting Agenda – February 8, 2021.

Reports and Publications:

- a) Finance Report – December 2020;
- b) Fire Department Report – December 2020;
- c) Vol. Fire Dept. 2021 Annual Budget and Expenses - November 5 – December 2, 2020;
- d) Public Safety Department Report – December 2020;
- e) Police Department Report – December 2020;
- f) Tax Collector’s Report & Interim Collection Only – December 2020;
- g) Animal Control Officer’s Report – December 2020;
- h) MS4 Report – January 2021;
- i) Township Engineer’s Report – January 26, 2021;
- j) PSATS News Bulletin – December 2020; and
- k) PennDOT District 12, Progress Report – Volume 3 Issue 11.

Correspondence:

- a) Letter dated December 4, 2020 from Citizens Library Director Diane Ambrose Director thanking the Township for its annual contribution;
- b) Letter dated December 16, 2020 from Cynthia Rossi transmitting her comments regarding the Community Park Master Plan;
- c) Letters dated December 17, 2020 from Chief Hilk regarding Letter of Commendation for Officer Holt, Officer Quintero and Detective Schidlmeier;
- d) Letter (*w/o attachments*) dated December 22, and December 30, 2020 from Range Resources regarding notifications of Well Drilling Operations for Guyton Patrick Well in North Strabane Township and Godwin Well in Canton Township;
- e) Memo dated December 23, 2020 from PSATS Executive Director David Sanko regarding the PSATS Youth Award Contest;
- f) Letter dated December 30, 2020 from PennDOT re: the collection of Traffic Data on municipally owned roads;
- g) Letter (*w/o attachment*) dated January 6, 2021 from Township Manager Stanick to PennDot Municipal Services Specialist Stephanie Whitlatch regarding Liquid Fuels Tax Allocation on John Street;
- h) Email dated January 7, 2021 between resident Sharon Sabatini of Robin Drive and Township Manager Stanick regarding 1 Acacia Drive;
- i) Letter dated January 7, 2021 from Maryann Weinstein of E. Wash. Borough Council regarding Glass Recycling Agreement; and
- j) Recognition certificate from the U.S. Census Bureau thanking the Township for its participation in the 2020 Census.

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

8. UNFINISHED BUSINESS

There was no unfinished business.

9. NEW BUSINESS

9A: Public Hearing for the Consideration of a Conditional Use Application allowing a Proposed Vehicle Repair Garage for the Property located at 390 Washington Road (former Rt. 19 Bowl) in the C-2 General Commercial Zoning District

Township Manager Stanick reported that on November 13, 2020 the Township received a Conditional Use Application for a proposed Vehicle Repair Garage for the property located at 390 Washington Road (former Route 19 Bowling Alley). He stated the property owner, 390 Washington Road Associates is looking to expand the off-site vehicle repair services currently offered by Washington Honda (located at 307 Washington Road). He noted the Applicant is not proposing any expansion of the building's existing footprint. He highlighted that with Vehicle Repair Garage being classified as a Conditional Use within the C-2 General Commercial Zoning District, the Applicant must abide by the specific conditions outlined in Section 245-164 of the Township's Code. He cited the aforementioned responses are within the attached materials.

He continued by reporting that in a review letter dated January 4, 2021, Township Engineer Scott Groom performed a completeness and compliance review and recommended approval of the request. He concluded by citing on January 7, 2021 the Planning Commission recommend approval on a 6-1 vote for the proposed Conditional Use.

Ms. Sheila Rozanc, serving as Court Reporter, swore in all testifying parties. Township Solicitor Furman read aloud exhibits A-E, noting that they should be entered into the Public Record.

Mr. Luketich moved to enter Exhibits A-E into the Public Record. Mr. Weber seconded the motion. The motion passed on a unanimous voice vote.

Mr. Jamie Harshman of the Harshman CE Group came before the Board representing the Applicant. He noted the property under consideration once served as the Route 19 Bowling Alley. He continued by highlighting the requested use of a vehicle repair garage is a permitted Conditional Use in the C-2 General Commercial Zoning District. He continued by stating the existing structure's footprint will remain the same, also highlighting that no additional paving will be required. He cited that the building will undergo extensive interior renovations. He provided an illustration of the site plan for the Board.

Mr. Luketich inquired whether this business would be an extension of Washington Honda. Mr. Gary Flannery stated that while the business will be associated with Washington Honda, it will serve customers outside of the Honda brand. Mr. Luketich then inquired regarding the projected traffic impact of the property. Mr. Flannery reported that the business is anticipated to hire 25 employees. He noted that during peak operations a maximum of 75 vehicles will visit the property daily. He noted the traffic impact of the vehicle repair garage will be much less than the previous use of a bowling alley. He continued by highlighting the business will operate on an appointment-basis. Following a question from the Board, Mr. Harshman reported that no vehicle sales will occur on the property.

There being no further comment, Mr. Murphy moved to close the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to approve the Conditional Use Application of 390 Washington Road Associates for the operation of a vehicle repair garage at 390 Washington Road conditioned on the Township Engineer's comments. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9B: Public Hearing for the consideration of an Ordinance Establishing a Comprehensive Traffic Schedule that Includes, but is not Limited to, All Roadway Regulations and Regulatory Signage (i.e. Speed Limits, One Way Streets, Yield Streets, On-Street Parking, No On-Street Parking, etc.) and Providing for Penalties Thereof

Township Manager Stanick presented for the Board's consideration an ordinance amending the Municipal Code relating to stop streets and speed limits. He stated the Board may recall that having reviewed the Code in response to the petition in Strabane Manor for a stop sign at Moccasin/Flint last fall, it was evident that the Township does not have a traffic schedule outlined in the Code and the current language was in need of improvement. He noted that as a result, Staff has taken this time to compile data regarding the Township's existing stop streets and speed limits, which is outlined in the attached proposed ordinance. He highlighted that although John St. (Bradford Run) and Tanger Blvd. are roads recently accepted by the Township, the existing speed and stop signs are not changing and no other changes are proposed at this time.

He continued by stating that all other roadway regulations, i.e., on-street parking and no parking areas will follow soon with an update. Additionally, he noted that as part of this review, Staff will continue reviewing our local road weight limit regulations to ensure regulations are current.

Ms. Sheila Rozanc, serving as the Public Hearing's Court Reporter, swore in all testifying parties. Township Solicitor Furman read aloud exhibits A-B, noting that they should be entered into the Public Record.

After a brief discussion, Mr. Murphy moved to enter exhibits A-B into the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

After fielding numerous questions from the Board concerning omitted roads, Township Manager Stanick noted that the Beagle Club and Booth Road have not been completed within the categorization to this point. Mr. Luketich stated various other roads have been omitted. Township Manager Stanick stated that the Ordinance will be updated to reflect any omissions.

After no further comments from the Public, Mr. Murphy moved to close the Public Record. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

Mr. Weber inquired if the Board could choose to approve the presented Ordinance with a condition to allow for continued additions. Township Solicitor Furman noted that future additions could be made via resolution(s). Township Manager Stanick inquired regarding changes to the Municipal Code without an Ordinance.

After some discussion, Mr. Luketich moved to approve an Ordinance Establishing a Comprehensive Traffic Schedule that Includes, but is not Limited to, All Roadway Regulations and Regulatory Signage (i.e. Speed Limits, One Way Streets, Yield Streets, On-Street Parking, No On-Street Parking, etc.) and Providing for Penalties Thereof with the addition of all omitted streets per the review of the Township Manager. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

Mr. Murphy moved to close the Public Hearing. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9C: Preapplication Meeting with Sandy Hill Development Regarding the Proposed Quarry Estates Planned Residential Development Located at the intersection of Quarry and Lakeview Roads

Township Manager Stanick reported the Township is in receipt of preapplication materials submitted by the Sandy Hill Development Group. He stated the applicant is seeking to continue the Preapplication discussion with the Board of Supervisors for the development of a parcel located along Lakeview Drive and Quarry Road (**Parcel 600-007-00-00-0036-00**) measuring approximately 136 acres for a Planned Residential Development. He highlighted the tract is currently zoned I-2 General Industrial. He cited the Applicant is proposing to re-zone the aforementioned tract to an R-4 Medium-Density Residential Zoning Designation. He continued by reporting the proposed PRD includes a mixture of single-family dwelling types totaling 314 units.

He highlighted the Developer met with the Planning Commission on August 6 and December 7, 2020. He reported on the following highlights from those discussions:

- The site once served as a stone quarry during the mid-20th Century;
- The Planning Commission expressed their apprehension concerning the existing infrastructure (i.e. road condition, sanitary sewer network, railroad trestle, etc.);
 - o Note, the existing pump stations would need updated at an estimated cost of \$750,000, which would be entirely absorbed by the Developer;
- The Planning Commission expressed their support of re-zoning the lot from Industrial to Residential;
- the Development will be served by a two-lane ingress-egress (4 lanes total) cart way to allow ample space for emergency access into and throughout the neighborhood;
- The property is serviced by a rail line; and
- A discussion on the property's proximity to Community Park and potential partnership's for connectivity and recreational facilities occurred;

Mr. Gregg Heinemann of the Sandy Hill Development Group came before the Board to outline the vision of the PRD to this point. He introduced Mr. Ryan Klousnitzer of NVR Homes (Builder), Mr. Josh Haydo, who will serve as the traffic engineer for the project, and Mr. Scott Turer who is

the owner of the property. Mr. Klousnitzer highlighted the property is 134 acres in size. He illustrated the entry point of the proposed PRD (at intersection of Lakeview Drive and Quarry Road), noting that after extensive discussions with the Planning Commission, the entrance was moved to allow for safer vehicular site lines when traveling under the railroad trestle. He continued by outlining the history of the property, citing that it served as a former stone quarry up until the mid-20th century. He outlined the challenges associated with alternative entry points noting the existing railroad line and topography. He stated the solution to the access issue led the Developer to pursue a multi-lane ingress/egress. He highlighted that a similar PRD, the Berkshires, can be observed in North Fayette Township. He continued by noting that the Developer has met with the Washington East Washington Joint Authority to confirm various upgrades to the public sewage system, all of which would be paid for by the Developer.

Mr. Heinemann stated the goal is to avoid “pinch points” coming into and out of the property. He noted a roundabout will be used within the Development to ensure traffic flows safely and efficiently. Mr. Haydo reported that from a traffic perspective the Development’s proposed infrastructure passes his “desktop review”. He highlighted that while a formal traffic study has not been completed, the Developer has used available traffic data from PennDOT to evaluate the initial proposal.

Mr. Klousnitzer continued by discussing the anticipated housing stock for the Development. He highlighted the healthy sales of Bradford Run and noted that in a sense, Quarry Road Development could be viewed as a continuation of that project. He cited the housing stock will be targeted to the first-time home owner as well as empty-nesters. Mr. Heinemann highlighted the proximity of the Development to Community Park citing it as an attractive amenity for potential buyers. Mr. Klousnitzer briefly discussed anticipated amenities within the Development including a dog park, a walking trail, connectivity to Community Park, and pickleball courts.

Mr. Weber inquired if the Development would have a Home Owners Association (HOA). Mr. Klousnitzer affirmed there would be an HOA that will maintain the common areas and stormwater facilities. Mr. Weber inquired if there would be a community building. Mr. Heinemann reported that a community building has not been included in the initial plan. He highlighted the Developer is open to such suggestions. Additionally, he highlighted the option for a payment in lieu of amenities that could be provided directly to the Township for parks and recreation amenities for the entire Township. He then acknowledged the concerns outlined by both the Planning Commission and residents concerning the increased traffic along Lakeview Drive and Quarry Road. Mr. Haydo noted any traffic associated with the construction of the Development would be under the direct supervision of the Developer. He continued by stating the current condition of the roads in relation to the anticipated vehicular impact of the Development would rate no lower than a “B”. He concluded noting that a full traffic study and analysis will be conducted.

Mr. Weber inquired if the Developer had met with the Township’s Police and Fire Chiefs yet. Mr. Heinemann reported that discussions have not taken place to this point. Mr. Luketich noted his concerns with the additional infrastructure and services that will need maintained and provided by the Township. Mr. Klousnitzer highlighted the influx of new taxpayers into the community will be a new source of revenue to the Township. Ms. Katie Anderson of the Observer-Reporter inquired regarding access to the aforementioned dog park. Mr. Heinemann noted the dog park

would be for the use of the residents within the PRD, but highlighted that anything is on the table for further discussion. The Board thanked the gentlemen for their presentation.

9D: Resolution Approving Preliminary and Final Subdivision and Land Development Approval for the Southport Development Phase 1 of Chapman Properties along Tanger Boulevard

Township Manager Stanick reported that on December 23, 2020 the Township received Subdivision and Land Development Applications from Chapman Properties for the Southport Development Phase 1 along Tanger Boulevard. He stated the site is currently a vacant site that is proposed to be developed into several pads as depicted on the previously approved Master Plan (approved by the Board of Supervisors on September 24, 2019). He highlighted that the Southport Phase 1 development will be the first graded pad for the overall development. He continued by reporting the applicant is proposing to subdivide the existing parcel(s) into two lots (Lot 1 - Parcel ID 600-001-00-00-0013-00) measuring 88.094-acres & Lot 2 - Parcel ID 600-001-00-00-0045-00 measuring 65.767-acres). He stated the Applicant is seeking to develop a 7-acre pad on proposed Lot 2 (i.e. grading, utilities, portion of Southport Dr. etc.).

He noted that within review letters dated January 5, 2021 and January 21, 2021 Township Engineer Scott Groom performed completeness and compliance reviews and recommended approval of both requests. He continued by citing that during their January 7, 2021 Regular Meeting, the Planning Commission recommended unanimous approval for both applications, per the Township Engineer's comments.

Mr. Jerry Klodowski of Civil and Environmental Consultants came before the Board representing the Applicant, Chapman Properties. He stated that a total of 19 acres would be impacted during the grading and development phase of the 7-acre pad. He highlighted that no building/construction will be taking place on the pad at this point. He noted that some stormwater facilities and utilities will be installed in preparation for future development. He cited the stormwater facilities would be built to a 100% impervious standard for the lot. Township Engineer Creagh reported the plans meet the Township's standards and the previously approved Revised Master Plan with Chapman Properties.

After some discussion, Mr. Luketich moved to grant Preliminary and Final Subdivision and Land Development approvals for the Southport Development Phase 1 of Chapman Properties along Tanger Boulevard. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9E: Resolution Setting the Salary for the Township's Elected Tax Collector for the Term Commencing January 1, 2022

Township Manager Stanick presented for the Board's consideration a request from Tax Collector Laura Keisling for an increase in salary to \$19,500 per year commencing January 1, 2022 through December 31, 2025. He highlighted that currently, the salary is \$16,750.

Mr. Murphy moved to set the salary for the Township's Elected Tax Collector for the term commencing January 1, 2022 at \$19,500. Mr. Luketich seconded the motion. Chair Weber called for a roll call vote. The motion passed unanimously on the following roll call vote:

Ayes: Mr. Burns, Mr. Luketich, Mr. Murphy, Chair Weber

Absent: Mr. Moore

9F: Resolution for the Disposition of Specific Public Records

Township Manager Stanick reported that pursuant to Resolution #11-18, a Resolution Declaring the Township's Intent to Follow the Schedules and Procedures for the Disposition of Records, establishes the Township's Disposal of Records Policy (Policy) where acts of disposition are approved by resolution. He noted that resolutions are not necessarily required for disposing of records that meet the criteria outlined in the Policy. He highlighted that because of the significant number of records accumulated over time, it is in the Township's best interest to document the disposition by resolution. He cited the records proposed for destruction are listed in the proposed resolution per the categories of the Policy.

Mr. Luketich moved to approve a Resolution for the Disposition of Specific Public Records. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9G: Motion Accepting the Highest Bid of Mr. Herman Barber in the Amount of \$2,900.00 for the Sale of a 2006 Ford Explorer

Township Manager Stanick reported that on January 7th Staff listed a 2006 Ford Explorer for sale on the Municibid Platform. He noted that an advertisement listing the time and date of the bid was placed in the January 9th edition of the Observer-Reporter. He cited that comparable trade-in value was estimated at approximately \$2,000.00. He continued by stating that on January 22nd after a period of 15 days, Mr. Herman Barber submitted the winning bid in the amount of \$2,900.00. He concluded by stating Mr. Barber will have 10 days to submit payment and remove the vehicle from Township property.

Mr. Murphy moved to accept the highest bid of Mr. Herman Barber in the amount of \$2,900.00 for the sale of a 2006 Ford Explorer. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9H: Resolution Amending the Police Department Policy and Procedures Manual by Adopting Comprehensive Updates to the Maternity and Critical Incidents Involving Police Procedures

Township Manager Stanick presented for the Board's consideration updates to the Township Police Department Policy and Procedures Manual regarding:

1. General Order 2.4 – Maternity
2. General Order 1.13 – Officer Involved Shootings/Critical Incidents Involving Police

Mr. Murphy moved to approve a Resolution amending the Police Department Policy and Procedures Manual by Adopting Comprehensive Updates to the Maternity and Critical Incidents

Involving Police Procedures. Mr. Luketich seconded the motion. The motion passed on unanimous voice vote.

9I: Motion Appointing a Municipal Custodian

Township Manager Stanick reported that in response to the poor quality of the custodial services provided by Coverall, the Township is currently recruiting for a new, non-commercial custodian at a rate of \$13.50-\$18.00 per hour. He stated the position was advertised within the Observer-Reporter, on Careerlink.com, Indeed.com, and through the Township's Facebook page and website.

He stated that during the week of January 25th, Staff will be interviewing candidates to serve as a part-time custodian for the three Township facilities. The interviews will include a brief walk-through of each facility.

Mr. Weber moved to authorize Township Manager Stanick to hire a Municipal Custodian at a wage between \$13.50 - \$18.00 per hour. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

9J: Motion Authorizing the Township's Application for the Local Government Academy's 2021 Municipal Internship Program

Township Manager Stanick reported that each year, the Local Government Academy ("LGA"), an independent non-profit organization, that promotes excellence in local government, administers a Municipal Intern Program ("Program") that allow municipalities to employ an intern for a 12-week internship; 50% of the cost is paid by the LGA.

He continued by stating the Township is again seeking to apply to serve as a host municipality for the 2021 Program. He highlighted that as has been expressed as a goal by the Township Board of Supervisors, the Township's application will center around an intern developing a community-wide survey to evaluate services and programs provided by the Township. He noted the selection criteria has changed for this cycle with two specific paths of Public administration and Blight Mitigation being identified as priority projects by the LGA. He cited that Staff is confident the aforementioned project will qualify per the provided guidelines for Public Administration i.e. - "developing community engagement strategies such as social media campaigns". He concluded by reporting the Application deadline is Wednesday, February 15, 2021. Selected projects will be announced February 24, 2021.

Mr. Luketich moved to authorize the Township's application for the Local Government Academy's 2021 Municipal Internship Program. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote.

9K: Motion Directing the Planning Commission to Evaluate Streator Park

Township Manager Stanick stated that as a planned initiative for 2021, Chair Weber has requested the Board consider a motion directing the Planning Commission to evaluate existing conditions/facilities at Streator Park.

Mr. Weber moved to direct the Planning Commission to evaluate Streator Park. Mr. Luketich seconded the motion. The motion passed on a unanimous voice vote.

ADJOURNMENT

Mr. Luketich moved to adjourn the meeting. Mr. Murphy seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 8:37 p.m.

Respectfully submitted,

Brandon J. Stanick
Township Manager