

**UNION TOWNSHIP  
3904 FINLEYVILLE-ELRAMA ROAD  
FINLEYVILLE, PA 15332**

**MINUTES OF UNION TOWNSHIP  
JANUARY 24, 2024 AT 6:30 P.M.**

**1. ROLL CALL/CALL MEETING TO ORDER**

The Board of Supervisors regular meeting was called to order at 6:30 pm. Present were Michalle Dupree, Larry Speer, Carl Hanford, and Suzonne Baynham. Also present was Dennis M. Makel, Solicitor and TJ Stephens, Bankson Engineers, Inc.

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENT (AGENDA ITEMS & MATTERS OF PUBLIC CONCERN)**

The Township Board of Supervisors allocates the time of 4 minutes during this item for those individuals who are Township residents and/or Township taxpayers and would like the opportunity to address the Board of Supervisors on agenda items and matters of public concern.

- George Powell – Gave the roadcrew credit for their excellent work during the recent snow. Inquired about the number of lawsuits against the Township.
- Keith Higgins – Inquired about items J and K on the agenda as a representative of the Weber Subdivision and the Trax Subdivision. The Board allowed Items J and K to be addressed at the beginning of the meeting.

**4. MEETING MINUTES**

A motion was made by M. Dupree and seconded by C. Hanford to approve the meeting minutes from the January 10, 2024 regularly scheduled meeting.  
ALL IN FAVOR - Motion Carries.

**5. ANNOUNCEMENTS**

An executive session was held on January 17, 2024 for personnel reasons.  
An executive session was held on January 24, 2024 for personnel and litigation reasons.

**6. TOWNSHIP REPORTS**

- A. MCS Services (Building/Zoning) Report - absent due to illness
- B. Bankson (Engineer) Report
  - 1. Bankson will complete the Chapter 94 report for Elrama which gets submitted to WESA on behalf of the Township.

2. on agenda
3. Veterans Park - Redrock Fence completed their work.
- 4 and 5 on agenda
6. Bankson will prepare letters that will be sent to the adjoining property owners of the Saghys.

C. Administrative/ Supervisor Reports

7. **NEW BUSINESS**

- A. A motion was made by L. Speer and seconded by S. Baynham to approve a Resolution adopting the 2022 Washington County Hazard Vulnerability Assessment and Mitigation Plan.  
ALL IN FAVOR - Motion Carries.
- B. A motion was made by L. Speer and seconded by C. Hanford to advertise the (MS4) Municipal Separate Storm Sewer System Pollution Reduction Plan Amendment for a 45-day public comment period.  
ALL IN FAVOR - Motion Carries.
- C. A motion was made by L. Speer and seconded by C. Hanford to advertise the 537 Plan for the Finleyville-Elrama Rd. Sewage Project.  
ALL IN FAVOR - Motion Carries.
- D. A motion was made by M. Dupree and seconded by L. Speer to approve a Road Bore Agreement with Peoples Natural Gas to bore Gilmore and Coal Bluff Road subject to the appropriate fees, escrow and bonds being submitted to the Township.  
ALL IN FAVOR - Motion Carries.
- E. A motion was made by S. Baynham and seconded by C. Hanford to table the Heavy Hauling Agreement with Peoples Natural Gas to utilize Pleasant View and Scott Road subject to the appropriate fees, escrow and bonds being submitted to the Township.  
ALL IN FAVOR - Motion Carries.
- F. A motion was made by L. Speer and seconded by S. Baynham to approve a letter of intent for the DCED (Department of Community & Economic Development) Mentor Program.  
ALL IN FAVOR - Motion Carries.
- G. Discussion and Motion to approve Mineral Beach Subdivision Plan No. 1. (TABLED 01/10/2024)

A motion was made by M. Dupree and seconded by S. Baynham to take the Mineral Beach Subdivision Plan off the table.

ALL IN FAVOR - Motion Carries.

A motion was made by M. Dupree and seconded by C. Hanford to deny proposed Mineral Beach Subdivision Plan #1 since the previous subdivision was not recorded within 180 days (about 6 months) of approval for the same and that the Township Saldo requires that a new subdivision needs to be applied for and reviewed and that the appropriate application be submitted.

ALL IN FAVOR - Motion Carries.

- H. A motion to advertise an ordinance to vacate portions of Oak St./Anna St./George St./Finley Ave./ and unnamed alley **remains on the table.** (TABLED 01-10-2024)
- I. A motion was made by L. Speer and seconded by S. Baynham to hire Amy Walters as Township Receptionist/Assistant Secretary at the rate of \$19.50 with no benefits including a 90-calendar day probationary period.  
ALL IN FAVOR - Motion Carries.
- J. Discussion and Motion to approve the Weber Subdivision Plan 1 (tabled 01/10/2024).

Keith Higgins, representative for Weber, has sent a letter requesting an extension. This item will remain on the table.

- K. Discussion and Motion to approve the Trax Subdivision (tabled 01/10/2024).

Keith Higgins, representative for the Trax family, told the board that approval from Peter's Township and Peters Creek Sanitary Authority was obtained. He states that they addressed all the items on the January 5, 2024 letter and came to ask a few questions.

Darla Savko of the Union Township Planning Commission raised concerns about stormwater management. Peters Township wants the pond to remain with Union Township. Currently the property line goes directly down the middle of the pond. Discussion ensued about this property separation situation. Mr. Higgins confirmed that they want to change the lot lines, not the municipal boundary lines. Planning Commission meeting minutes were read by TJ Stephens.

A motion was made by M. Dupree and seconded by S. Baynham to take the approval of the Trax Subdivision off the table.

ALL IN FAVOR - Motion Carries.

A motion was made by C. Hanford and seconded by M. Dupree to approve the Trax Subdivision on the following conditions: (1) The owner shall comply with all comments outlined in the Union Township Engineer's letters dated December 12, 2023 and January 4, 2024. (2) Peters Township must approve consolidation/subdivision. (3) Under no conditions will Union Township be responsible for stormwater emanating

from Peters Township or accept the pond unless the pond is built to Union Township specifications. (4) The owners, successors, heirs, and assigns shall agree to allow the Township to conduct a future land development review if the Township deems necessary in terms of stormwater drainage from either parcel impacting the Township/Pond (5) The owner shall reimburse the Township for any outstanding expensed incurred for the review of this plan.

ALL IN FAVOR - Motion Carries.

- L. A motion to approve the Cheplie Subdivision was left on the table. (tabled 01/10/2024).
- M. A motion was made by L. Speer and seconded by C. Hanford to authorize staff to attend PSATS (PA State Association of Township Supervisors) training for municipal secretary administrators at \$150.00 plus mileage.  
ALL IN FAVOR - Motion Carries.
- N. A motion was made by L. Speer and seconded by C. Hanford to approve a Resolution adopting procedures on how professional services are chosen for its pension plan as per Act 44.  
ALL IN FAVOR - Motion Carries.
- O. A motion was made by M. Dupree and seconded by L. Speer Discussion to approve an Ordinance amending the non-uniform pension plan administered by the Pennsylvania Municipal Retirement System.  
ALL IN FAVOR - Motion Carries.
- P. A motion was made by L. Speer and seconded by C. Hanford to approve entering into a holding tank agreement for 4217 Finleyville-Elrama Road.  
ALL IN FAVOR - Motion Carries.

8. **DISCUSSION ITEMS**

- A. Park Rentals for 2024 - Supervisors should consider rental rates for the next meeting.
- B. Procedures for Permits/Bonding/Escrows - Discussion on hold until the next meeting.
- C. Resignation to PCSA - Harold Breinig has resigned as the Union Township representative to Peters Creek Sanitary Authority.

9. **BOARD APPOINTMENTS/VACANCIES (Previously Tabled on Jan. 2,2024)**

**The Board of Supervisors has announced the following Vacancies seeking public interest.**

- A. Board of Supervisors (1-seat)  
A motion was made by L. Speer and seconded by S. Baynham to take the Board of Supervisors seat and the Emergency Management Coordinator off the table.  
ALL IN FAVOR. Motion Carries.

Board Approved: February 14, 2024

A motion was made by S. Baynham and seconded by L. Speer to appoint John Seiler to the position of Township Supervisor for a term to expire on the first Monday in January of 2026.

S. Baynham - yes, M. Dupree - yes, L. Speer - yes, C. Hanford - yes  
MOTION CARRIES.

B. Planning Commission (1-seat)

C. Zoning Hearing Board (1-seat)

D. Emergency Management Coordinator

A motion was made by L. Speer and seconded by S. Baynham to appoint John Seiler as the Emergency Management Coordinator.

ALL IN FAVOR - Motion Carries.

#### 10. APPROVAL OF BILLS

A. A motion was made by M. Dupree and seconded by L. Speer to approve payroll of January 19, 2024 in the amount of \$10,541.49  
ALL IN FAVOR - Motion Carries.

B. A discussion and motion to approve Supervisor pay dated December 29, 2023 in the amount of \$2,198.79 was left on the table. (tabled 01/10/2024).

C. A motion was made by L. Speer and seconded by C. Hanford to approve bills/ invoices from the General Fund of \$12,519.97 dated January 22, 2024.  
ALL IN FAVOR - Motion Carries.

D. A motion was made by M. Dupree and seconded by L. Speer to approve bills and invoices from Overlook Sewage in the amount of \$1559.30.  
ALL IN FAVOR - Motion Carries.

E. A motion to approve bills and invoices from West Elizabeth Sewage was left on the table.

#### 11. ADJOURNMENT

A motion was made by M. Dupree and seconded by L. Speer at 8:04 p.m. to adjourn the meeting.



Diana Kristobek, Secretary

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Michalle Dupree, Board Chair