Monday, December 18, 2017

The Penn Township Board of Supervisors met this evening at 6:00 p.m. at the Penn Township Municipal Building, 157 East Airport Road, Butler, PA 16002 with the Chairman, Samuel M. Ward, presiding. Also present were Supervisors, Douglas A. Roth and Wilbert J. Mowry, Jr.

Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton A. Bonetti, Sgt. Cheryl Cranmer and 4 Township residents and visitors were also present.

Minutes – 11/20/17

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meeting held Monday, November 20, 2017 they be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

South Butler Library – Summary of recent and upcoming library news.

Jefferson Township Supervisors – Notice that they are submitting a joint application to reconstruct the entire corridor of Bonniebrook Road from Route 422 to the intersection of State Route 356.

Penn Dot – Notice that they will be doing surface improvement work in Penn Township between May 7, 2018 and October 21, 2018. The work will be from SR 3012 Cruikshank Road intersection to East Airport Road (T497).

Butler County Board of Commissioners – Announcing the official opening of the Butler County Infrastructure Bank (BCIB) Program which benefits municipalities in Butler County. The first annual open application period is from December 1, 2017 through March 16, 2018.

Sheryl Kelly – Butler County is accepting applications for the 2018 Butler County Farmland Preservation Program from January 1 – 31, 2018.

South Butler Library – Submitted an overview of the responsibilities and expectations for the community member the Supervisors appoint to the Library Board of Trustees.

RA Services – Advised that they have developed a new Municipal Government Software System. They submitted information on the new software for the Board members as well as the software changes to the secretaries.

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Correspondence – Continued

Audubon Society – Newsletter dated winter 2017-2018.

Seminars

None.

Treasurer’s Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on November 20, 2017. Township Fund: $116,668.81; Fire Tax Fund: $32,264.60; Municipal Pension Fund: $324.08; Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $40,637.28. Balances were read as follows: Township Fund: $941,530.93; Fire Tax Fund: $70,271.96; Act 13 Impact Fund: $648,192.73; Municipal Pension Fund: $511,744.98; Police Pension Fund: $1,113,258.61; State Fund: $30,254.64. Motion by Supervisor Roth and seconded by Supervisor Mowry that the Treasurer’s Report be approved. There being no questions or comments from the audience the motion carried.

Zoning Department

Mr. Bonetti presented the Eury lot line revision on Renfrew Road for approval. He stated the Planning Commission and the Butler County Planning Commission recommended approval. Motion by Supervisor Mowry and seconded by Supervisor Ward that the Eury lot line revision on Renfrew Road be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti presented the Brucker subdivision on Creek Road in Renfrew for approval and the Planning Commission and the Butler county Planning Commission recommended approval. Motion by Supervisor Ward and seconded by Supervisor Roth the Brucker Subdivision on Creek Road in Renfrew be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti presented the Beining/Hofer lot line revision for approval. He advised the Planning Commission and the Butler County Planning Commission recommended approval. Motion by Supervisor Roth and seconded by Supervisor Mowry the Beining/Hofer lot line revision be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti reported the subdivision ordinance is being reviewed by Solicitor Lope and after that the County Planning Commission will review. He stated that the public hearing on the proposed subdivision ordinance will be in February.

Police Department

Mrs. Zerfoss read the Police Report for November 2017.

Road Department

Supervisor Roth reported that the signs that were missing were found in Thorncreek. He also stated we had the 1st measurable snowfall of the year.

Recycling Report – Supervisor Ward reported that Linda has the 2017 Butler County Holiday Recycling Guide and that the Township will again take Christmas trees at the road department or the fire department.

Parks and Recreation Department

Supervisor Roth reported he doesn’t want to salt the Harcrest Park and suggested buying a sign that says “Limited Winter Maintenance”. He advised they will plow the parking area if needed, but wanted to stay away from using salt. Motion by Supervisor Mowry and seconded by Supervisor Ward that Supervisor Roth purchase a sign that states “Limited Winter Maintenance”. There being no questions or comments from the audience, the motion carried.

Public Relations Department

Richard Kelly was present to discuss the proposed runway extension. He stated it’s still in draft mode and the recommendation for runway extension is 700 feet. He stated it will take approximately 4 years before approval. Supervisor Ward stated he looks forward to seeing the plans develop. Mr. Kelly advised there are currently 82 employees at the airport. Supervisor Ward inquired if the WW II planes that were at the airport this year would be back again. Mr. Kelly replied he would like to make this an annual event.

Old Business

No report.

New Business

Emkay Consulting – Mrs. Zerfoss submitted a quote from Emkay Consulting to update the Penn Township website and to make it more mobile-friendly. The total quote is $2,852.00. Motion by Supervisor Ward and seconded by Supervisor Roth to accept the proposal from Emkay Consulting to update the Penn Township website and to make it more mobile friendly at a cost of $2,852.00. There being no questions or comments from the audience, the motion carried.

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New Business - Continued

Consolidated Communications, Inc. – Request Amendment Number Two to the Ordinance #142 – Franchise Agreement between the Township of Penn and Consolidated Communications, Inc. They are requesting that the original agreement be extended an additional 5 years. Motion by Supervisor Roth and seconded by Supervisor Mowry the Township Manager be authorized to advertise an Amendment Number Two to Ordinance #142 – Franchise Agreement between the Township of Penn and Consolidated

Communications. There being no questions or comments from the audience, the motion carried.

Resolution #487 – “2018 Budget” – Mrs. Zerfoss read Resolution #487 – 2018 Budget. Supervisor Ward stated that the budget has been on display and it was read in detail at the last meeting. Motion by Supervisor Mowry and seconded by Supervisor Ward that Resolution #487 – 2018 Budget be approved. There being no questions or comments from the audience, the motion carried.

Resolution #488 – “2018 Tax Levy” – Mrs. Zerfoss read Resolution #488 – 2018 Tax Levy. Supervisor Ward advised that Linda and the department heads kept a line on taxes and there is no tax increase. Motion by Supervisor Ward and seconded by Supervisor Roth that Resolution #488 – 2018 Tax Levy be approved. There being no questions or comments from the audience, the motion carried.

Front Door Proposals – Mrs. Zerfoss submitted 2 quotes for an automatic door opener for the front doors. One is from Allegheny Door Enterprises for $3,500.00 and the second quote is from Automated Entrance Systems Co., Inc for $5,173.00. Neither proposal includes the cost of an electrician. Supervisor Ward stated this was discussed at the agenda setting. He further advised that he has another contact that he wants to discuss this with and will report at the next meeting. The Board took no action on either proposal.

Saxonburg Authority

Supervisor Roth said it was a short meeting and all that was done was to approve the business expenses.

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Audience Participation

None.

Supervisor Ward seeing no further audience participation, requested a motion to adjourn. Motion offered by Supervisor Roth and seconded by Supervisor Mowry. There being no questions or comments from the audience, the motion carried.

The meeting adjourned at approximately 6:30 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township