Monday, January 16, 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 and 16 Township residents and visitors were also present.

Minutes – 01/03/17

Supervisor Ward reported the minutes of the meeting held Tuesday, January 3, 2017 were changed to reflect that Herbert, Rowland & Grubic, Inc. were re-appointed as Township Engineers for the year 2017. At the meeting it was incorrectly stated that KLH was re-appointed as Township Engineers. With that change, motion by Supervisor Ward to approve the minutes, seconded by Supervisor Roth that the minutes of the meeting held Tuesday, January 3, 2017 be approved with the correction. There being no questions or comments from the audience, the motion carried.

Correspondence

EMS and Municipal Officials – Notice of meeting on January 31 at 7:00 p.m. at BCCC, Founders Hall regarding the Butler County radio system update.

Audubon Society – Newsletter bulletin dated Winter/Spring 2017.

AK Steel Corporation – Annual notification to downstream municipalities and water users inventory of regulated substances stored in AST’s at Butler Works.

Penn Township Auditor’s – Copy of their minutes from their meeting Wednesday, January 4, 2017.

PA Public Utility Commission – Notice that the alteration of crossing (DOT #051 662P) where S.R. 0008 crosses, above grade, a track of Canadian National Railway Company, located in Penn Township has been completed and the case closed.

Letter to Grayson Hixon and Wayne Hixon – Copies of letters sent to them regarding Harcrest Park. Effective immediately all farming operations are discontinued, no unauthorized equipment is permitted on the property, no trees are to be cut and the property will be mowed as the park committee and the Township deem necessary. Certain areas will be allowed to grow out.

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Correspondence – Continued

County Department of Emergency Services – Letter advising that training dates have been scheduled for Emergency Management Coordinators and their alternate to attend. They are to attend at least 4 training classes.

Butler County Property and Revenue – Notice that the Butler County Airport Authority filed an Application for Exemption from Real Estate Taxation on September 13, 2016. After reviewing the application they granted the exemption.

Cranberry Business Today – Quarterly news booklet dated winter 2017.

Seminars

MS4 Program Management: Introduction to Pollutant Reduction Plans –

01/19 at Cranberry Township Municipal Building

Motion by Supervisor Roth and seconded by Supervisor Mowry that all involved be authorized to attend. There being no questions or comments from the audience, the motion carried.

Treasurer’s Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on January 3, 2017. Township Fund: $102,087.24, Fire Tax Fund: $398.03, Municipal Pension Fund: $324.08, Police Pension Fund: $240.09. Deposits into the General Fund totaled $1,963.26. Balances were read as follows: Township Fund: $660,322.57, Fire Tax Fund: $48,400.51, Act 13 Impact Fee: $550,575.76, Municipal Pension Fund: $468,146.10, Police Pension Fund: $1,007,249.60, State Fund: $66,124.69. Motion by Supervisor Mowry and seconded by Supervisor Ward that the Treasurer’s Report be approved. There being no questions or concerns from the audience, the motion carried.

Zoning Department

Mr. Bonetti presented his zoning report for October, November and December 2016. 8 Building Permits were issued totaling $4,750.00, 7 Zoning Permits were issued totaling $400.00, 1 Traffic Impact Fee was issued totaling $1,426.08, 1 Sign Permit was issued totaling $63.34, 4 Highway Occupancy Permits were issued totaling $140.00, 1 Septic Permit was issued totaling $225.00, 29 Lien Letters were issued totaling $435.00, 4 Land Development Applications were filed totaling $800.00, 1 Ordinance Book was sold totaling $50.00. Total zoning fees for October, November and December 2016 were $8,289.42.

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Zoning Department – Continued

Mr. Bonetti also reported the Butler County Planning Commission reviewed the Lauschus Lot Line Revision #17023 and had no comments on this plan.

Police Department

Mrs. Zerfoss read the Police report for November and December 2016. She also presented the Annual Police Department report for 2016.

Road Department

Supervisor Roth discussed the possibility of listing the old pickup to be sold.

Recycling Report

None.

Parks and Recreation Department

Supervisor Roth reported DEP has approved Phase 1 of the improvements for Harcrest Park. Supervisor Roth reported Jim Feth from HRG would like to meet with the Park Committee at a special meeting on January 27, 2017 at 12:00 p.m. He would like the Township Manager advertise the meeting. Motion by Supervisor Ward and seconded by Supervisor Roth the Township Manager be authorized to advertise a special meeting between the Township Engineer and the Park Committee for January 27, 2017 at 12:00 pm. There being no question or comments from the audience, the motion carried.

Mrs. Zerfoss reported we received an application for a Butler County Park Renovation/Development Grant. Applications are due by February 23, 2017.

Supervisor Roth reported Bartlett Tree was at the Municipal Building to examine our blue spruce trees. There is a fungus that is killing blue spruce trees if they are not treated. The technician offered some tree care advice and took soil and needle samples. He said he will notify the Township of the results from the samples after he gets them back from the lab.

Public Relations Department

Mrs. Zerfoss announced she has advertised the meetings of the Board of Supervisors, Planning Commission and the Parks and Recreation Committee for the year 2017.

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Old Business

Mrs. Zerfoss reported that Judy Ann Bellefleu donated a State Flag that was flown in Balad Iraq in May of 2006 when she was stationed there. She petitioned Congressman Todd Platts to obtain the flag. She received the flag and she would like to donate the flag to Penn Township. Mrs. Zerfoss stated she would get a memorial box in which to display the flag so that it can be hung in the meeting room.

Mrs. Zerfoss also reported that PSATS will be using the Municipal Building on March 9 for an upcoming class for Municipal Secretaries.

Mrs. Zerfoss submitted copies of the Compliance Audit for the Penn Township Non-Uniformed Pension Plan. She explained that previously she informed the Board that she forgot to deduct a working supervisor’s salary when she completed the AG 385 report so there was an overpayment of state aid of $124.00. She stated that plus interest would need to be returned to the Commonwealth.

Mrs. Zerfoss also submitted copies of the Limited Procedures Engagement for the Penn Township Police Pension Plan Audit. There were no findings.

Act 537 – Saxonburg Authority

Supervisor Roth reported at the recent meeting there was an election of officers.

Audience Participation

Linda Dawson – Is concerned about the placement of a sign at the intersection of Route 8 and Dinnerbell Road. She presented pictures of the area. She asked how big this would be. Mr. Bonetti said it will be 24’ high and is 74 square feet. It is not a marquee but a digital outdoor advertising sign and is permitted in the C-2 zone. Mr. Bonetti reported this has been allowed since 1998 and a digital sign was approved in 2009. He further stated that Penn Dot is the only agency that can issue permits for this type of sign along a state road. Mrs. Dawson stated she talked to someone at Penn Dot about this and the person she talked to said they weren’t aware of this sign. Mr. Bonetti said we have a copy of the permit from Penn Dot. This discussion lasted approximately 25 minutes.

Walt Dawson – Asked if more bill boards could be installed. Mr. Bonetti said only 2 more in the Township. Mr. Dawson said he’s concerned about a lighted sign at the intersection.

Richard Kern – Concerned that lighted signs are very bright. Mr. Bonetti responded by saying that Penn Dot can control the brightness.

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Audience Participation – Continued

Tom Walker – Concerned about the lighted sign shining in his house.

Val Klein – Asked Board to help Penn Dot regarding the lighting.

Alan Snyder – Also concerned about the lights.

Cheryll Cranmer-Tax Collector – Advised since the recent passing of her husband, she stated she would not be running for tax collector. Her term expires December 2017. She wanted to thank the Board of Supervisors, Linda and Clinton for all the assistance. She said she will work with whoever is elected to ensure a smooth transition. Supervisor Ward thanked her for her 10 years of service.

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 6:45 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township