Tuesday, January 2, 2018

The Penn Township Board of Supervisors met this evening at 5:45 p.m. at the Penn Township Municipal Building, 157 East Airport Road, Butler, PA 16002 with the Interim 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 2 Township residents were also present.

Organizational Meeting

Motion by Supervisor Ward and seconded by Supervisor Roth that Linda D. Zerfoss be nominated Chairman Pro Tem. There being no further nominations, questions or comments from the audience, the motion carried.

Chairman

Chairman Pro Tem, Linda D. Zerfoss asked for a nomination for Chairman for the year 2018. Motion by Supervisor Roth and seconded by Supervisor Mowry that Samuel M. Ward be nominated for Chairman. There being no questions or comments from the floor, the motion carried. There being no further nominations, Mr. Ward was elected Chairman for the year 2018.

At this point in the meeting, Supervisor Ward assumed the duties of Chairman.

Vice Chairman

Motion by Supervisor Mowry and seconded by Supervisor Ward that Douglas A. Roth be nominated Vice Chairman. There being no questions or comments from the floor, the motion carried. There being no further nominations, Mr. Roth was elected Vice Chairman for the year 2018.

Supervisor Roth read the following statement:

1. Re-appoint Linda D. Zerfoss as Township Manager for the year 2018, resolving her salary to be set at $34.43 per hour.

2. Set the Township Manager’s Treasury Bond at $850,000 for the year 2018, and renew the fidelity and position bond for $100,000.

3. Re-appoint Jack Sirkoch as Chairman of the Vacancy Board for the year 2018.

4. Re-appoint Lope Law Offices, Philip Lope, Esquire as Township Solicitor for the year 2018.

5. Re-appoint NexTier Bank depository for Township funds for the year 2018, with interest-bearing accounts in the Pennsylvania Local Government Investment Trust.

Tuesday, January 2, 2018

Organizational Meeting - Continued

6. Re-appoint Michael K. Corle as primary Sewage Enforcement Officer for the year 2018, resolving his salary to be set at an annual rate of $20,417.80.

7. Re-appoint Kim Corle as alternate Sewage Enforcement Officer for the year 2018.

8. Re-appoint Dennis Sybert as Animal Control Officer for the year 2018 with a $350.00 per month contract.

9. Re-appoint Karen Trempus to the Penn Township Planning Commission for a four-year term.

10. Re-appoint Greg Ramsey to the Penn Township Zoning Hearing Board for a three-year term.

11. Approve Resolution #490 for Police Pension Fund.

12. Re-appoint John Trempus a voting alternate member of the Penn Township Zoning Hearing Board.

13. Re-appoint Dillon, McCandless, King, Coulter & Graham (Timothy Bish) as Zoning Hearing Board attorney for the year 2018.

14. Set the tax rate for General Township purposes at 5.94 mills and for fire purposes at 2.06 mills for the year 2018.

15. Re-enact the 1% Real Estate Transfer Tax under Act 511 for the year 2018.

16. Set compensation for the Police Department under the 3rd year of their three-year contract according to the Collective Bargaining Agreement, specifically Addendum #1

Cheryl Cranmer, Sergeant - $27.86 per hour Jack Ripper, Corporal - $26.32 per hour Dennis Crawford, Jr., Corporal - $26.32 per hour Steven Setnar, Part-time Patrolman - $20.64 per hour Alyssa Mathews, Part-time Patrolman - $16.77 per hour

17. Set compensation for administrative employees for 2018:

Clinton A. Bonetti, Land Use Administrator - $25.20 per hour Clinton A. Bonetti, Snow Removal - $25.20 per hour

18. Set compensation for road department employees for 2018:

Rodney Myers - $25.55 per hour Dennis Bogan - $25.55 per hour

Tuesday, January 2, 2018

Organizational Meeting – Continued

The Board of Auditors will set the compensation for Road Superintendent Douglas Roth at their organizational meeting on Wednesday, January 3, 2018.

19. Set the payroll period to end on Saturday and be paid bi-weekly.

20. Approve Resolution #489, Fee Schedule for Penn Township Services for the year 2018.

21. Set the third Monday of each month as meeting day for the Board of Supervisors. Time for meetings will be set at 4:00 p.m. for the workshop and 4:30 p.m. for the regular meeting with the post-workshop following the meeting.

22. Authorize Road Department head, Doug Roth, to spend up to $800.00 per month for the purchase of supplies and equipment for the Road Department.

23. Authorize uniform allotments in the amount of $500.00 per year to each full-time officer and $275.00 per year to each part-time officer as per their respective collective bargaining agreement.

24. Set the mileage expense at the Federal Guideline.

25. Require approval by the Board of Supervisors to exceed individual budgeted line items.

26. Authorize attendance at the PA State Association of Township Supervisors annual conference in Hershey, PA for the three Board members, the Township Manager and Land Use Administrator and to have Wilber Mowry, Jr. as the voting delegate.

27. Have the Township Manager advertise the Board of Supervisors, Planning Commission and Parks Committee meetings for the year 2018.

28. Re-appoint Clinton Bonetti as Township Records Officer for the year 2018.

29. Re-appoint Herbert, Rowland & Grubic, Inc. as Township Engineers as Township Engineer for the year 2018.

30. Re-Appoint Karen Trempus to the Penn Township Parks and Recreation Board for a five-year term.

31. Re-appoint Bert Mowry, Cheryl Hughes and Chuck McCall to the Penn Township BAMM Plan Oversight Committee for a one-year term.

32. Appoint Linda Zerfoss as the delegate and Erma Mowry as the alternate to the Butler County Tax Collection Committee.

Tuesday, January 2, 2018

Organizational Meeting – Continued

33. Seeing no further business, that the books for 2017 be closed and presented for audit.

34. Adjourn the organizational meeting and have the regular meeting of the Board of Supervisors called to order.

Motion by Supervisor Mowry and seconded by Supervisor Ward that the above statement that was read by Supervisor Roth be approved. There being no questions or comments from the audience, the motion carried.

The Organizational Meeting adjourned at approximately 6:00 p.m. At this time, the regular meeting of the Penn Township Board of Supervisors was called to order with the Pledge of Allegiance.

Minutes – 12/18/17

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meeting held Monday, December 18, 2017, they are approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

Butler County Planning Commission – Copy of the Butler County Fair Housing Information brochure.

PSATS News Bulletin – Monthly newsletter dated December 2017.

Penn Dot – Technical Information Sheet #184 for Winter/2017.

Penn Dot – Newsletter dated Winter 2017.

Seminars

The following seminars have been scheduled:

96th Annual Educational Conference & Exhibit Show, 04/22 –

04/25 – Hershey, PA

Special Residential Occupancies, 01/12, Ross Township

Rail Car Incident Response for Crude, Ethanol and other

Flammable Liquids, 02/03; BCCC

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.

Tuesday, January 2, 2018

Treasurer’s Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on December 18, 2017. Township Fund: $30,086.43; Fire Tax Fund: $1,373.46; Municipal Pension: $324.08; Police Pension: $240.09; Deposits into the Township fund totaled $30,551.75. Balances were read as follows: Township Fund: $955,538.86; Fire Tax Fund: $68.898.50; Act 13 Impact Fund: $648,192.73; Municipal Pension Fund: $511,420.90; Police Pension Fund: $1,113,018.52; State Fund: $30,254.64. Motion by Supervisor Mowry and seconded by Supervisor Ward that the Treasurer’s Report is approved. There being no questions or comments from the audience, the motion carried.

Zoning Department

Land Use Administrator, Clinton Bonetti presented his Zoning report for September, October, November and December 2017 as follows:

15 Building Permits - $10,731.00

14 Zoning Permits - $1,400.00

2 Traffic Impact - $2,852.16

2 Sign Permits - $186.16

3 Highway Occupancy Permits - $200.00

22 Lien Letters - $330.00

4 Land Development Application - $1,600.00

Total Zoning fees for September, October, November and December 2017 totaled $17,299.32. Mr. Bonetti explained that DCED increased their filing fee and that is why there is now 50 cents in the building permit fees.

Police Department

No report.

Road Department

Supervisor Roth reported that they are having issues with some of their radios. He had a technician look at the radios. He stated of the 7 radios 3 are over 20 years old and 3 are newer. He received a quote from Bearrom to replace 3 radios and to fix 3 radios would cost $2,524.00. Motion by Supervisor Ward and seconded by Supervisor Roth to accept the quote from Bearcom for $2,524.00. There being no questions or comments from the audience, the motion carried.

Recycling Report

Supervisor Ward stated he has an appointment on January 23, 2018, to drop off electronic recyclables.

Tuesday, January 2, 2018

Parks and Recreation Department

Supervisor Roth reported they got the limited maintenance signs put up at the park.

Public Relations Department

No report.

Old Business

None.

New Business

None.

Act 537 – Saxonburg Authority

Supervisor Roth reported the next meeting is next week.

Audience Participation

Erma Mowry – Inquired as to why she was demoted as a delegate to the Butler County Tax Collection Committee. Mrs. Zerfoss explained she felt that as Township Manager she should be the one attending the meetings as the delegate and this was not a reflection on Mrs. Mowry.

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 6:15 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township