Monday, January 4, 2016

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, and Land Use Administrator, Clinton A. Bonetti were also present. There were no residents 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 2016. 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 2016.

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 2016.

Supervisor Ward made the following motion:

 1. Re-appoint Linda D. Zerfoss as Township Manager for the year 2016, resolving her salary to be set at $32.46 per hour.

 2. Set the Township Manager’s Treasury Bond at $850,000 for the year 2016, and renew the fidelity and position bond for $100,000.

 3. Appoint Jack Sirkoch as Chairman of the Vacancy Board for the year 2016.

Monday, January 4, 2016

Organizational Meeting - Continued

 4. Re-appoint Lope Law Offices, Philip Lope, Esquire as Township Solicitor for the year 2016.

5. Appoint NexTier Bank depository for Township funds for the year 2016, with interest bearing accounts in the Pennsylvania Local Government Investment Trust.

 6. Re-appoint Michael K. Corle as primary Sewage Enforcement Officer for the year 2016, resolving his salary to be set at $740.29 bi-weekly.

 7. Re-appoint Kim Corle as alternate Sewage Enforcement Officer for the year 2016.

 8. Re-appoint Dennis Sybert as Animal Control Officer for the year 2016 with a $350.00 per month contract.

 9. Re-appoint Jack Sirkoch and Art Black to the Penn Township Planning Commission for a four year term.

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

 11. Approve Resolution #473 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 2016.

 14. Set the tax rate for General Township purposes at 5.94 mills and for fire purposes at 2.06 mills for the year 2016.

 15. Re-enact the 1% Real Estate Transfer Tax under Act 511 for the year 2016.

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

Cheryl Cranmer, Sergeant - $26.77 per hour Jack Ripper, Senior Patrolman - $24.79 per hour Dennis Crawford, Senior Patrolman - $24.79 per hour Steven Setnar, Part-time Patrolman - $19.83 per hour Alyssa Mathews, Part-time Patrolman - $14.87 per hour

Monday, January 5, 2016

Organizational Meeting - Continued

17. Set compensation for administrative employees for 2016:

Clinton A. Bonetti, Land Use Administrator - $23.75 per hour Clinton A. Bonetti, Snow Removal - $23.75 per hour

18. Set compensation for road department employees for 2016:

Rodney Myers - $24.09 per hour Dennis Bogan - $24.09 per hour

The Board of Auditors will set the compensation for Road Superintendent Douglas Roth at their organizational meeting on Tuesday, January 6, 2016.

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

 20. Approve Resolution #474, Fee Schedule for Penn Township Services for the year 2016.

 21. Set the third Monday of each month as meeting day for the Board of Supervisors. Time for meetings will be set at 5:30 p.m. for the workshop and 6:00 p.m. for the regular meeting with the post-workshop following the meeting with the exception of the 3rd Monday of April which was moved to the 2nd Monday of April due to the PA State Association of Township Supervisors annual conference.

 22. Authorize 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 Bert Mowry as the voting delegate.

 27. Have the Township Manager advertise the Board of Supervisors, Planning Commission and Parks Committee meetings for the year 2016.

Monday, January 5, 2016

Organizational Meeting - Continued

 28. Appoint Clinton Bonetti as Township Records Officer for the year 2016.

29. Re-appoint KLH Engineers as Township Engineer for the year 2016.

 30. Re-appoint Scott Gumto 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. Re-appoint Erma Mowry as the delegate and Linda Zerfoss as the alternate to the Butler County Tax Collection Committee.

 33. Seeing no further business, that the books for 2015 be closed and presented for audit.

Motion by Supervisor Ward and seconded by Supervisor Roth the organizational meeting be adjourned at 5:55 p.m. There being no questions or comments from the audience, the motion carried.

The regular meeting of the Penn Township Board of Supervisors was called to order at 6:00 p.m. with the Pledge of Allegiance.

Minutes – 12/21/15

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 21, 2015 they be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

Butler County Council of Governments – Letter from Jeffrey W. Smith resigning as Executive Director of the Butler County Council of Governments effective December 31, 2015.

West Penn Power – Notice that they will be performing tree trimming and removal, brush clearing and herbicide application as needed along electric line rights-of-way in our area.

PSATS Township Legal Defense Partnership – Fall 2015 Newsletter.

Seminars

The following seminars have been scheduled:

 Performing Fire Inspections – 01/21; Ross Township

 94th Annual Educational Conference & Trade Show, 04/17 – 20

Monday, January 4, 2016

Seminars - Continued

Motion by Supervisor Roth and seconded by Supervisor Ward 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 December 21, 2015. Township Fund: $40,413.00, Fire Tax Fund: $30,529.28, Municipal Pension Fund: $324.08, Police Pension Fund: $240.09. Deposits into the various Township funds totaled $38,208.95. Balances were read as follows: Township Fund: $726,591.03, Fire Tax Fund: $44,521.83, Act 13 Impact Fund: $417,364.58, Municipal Pension Fund: $408,153.93, Police Pension Fund: $927,778.21, State Fund: $124,776.88. Motion by Supervisor Mowry and seconded by Supervisor Ward that the Treasurer’s Report be approved. There being no questions or comments from the audience, the motion carried.

Zoning Department

Mr. Bonetti reported that John Schuster has submitted his resignation from the Zoning Hearing Board effective immediately. Mr. Bonetti stated there were 2 people that wanted to serve on the planning commission and he feels they would be interested in serving on the Zoning Hearing Board. There is a hearing scheduled for January 21 but 2 of the current members will be present, so there is no immediate rush to replace Mr. Schuster. The Board will discuss this at the next meeting.

Police Department

No report.

Road Department

No report.

Recycling Report

Supervisor Roth reported Christmas Trees will be accepted again.

Parks and Recreation Department

No report.

Public Relations Department

No report.

Old Business

No report.

Monday, January 4, 2016

New Business

Motion by Supervisor Ward and seconded by Supervisor Roth that the Township Manager advertise the meeting dates for 2016 for the Board of Supervisors, the Planning Commission and the Parks Committee. There being no questions or comments from the audience, the motion carried.

Act 537 – Saxonburg Authority

No report.

Audience Participation

None.

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

The meeting adjourned at approximately 6:10 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss Chairman Township Manager Board of Supervisors Penn Township

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