Monday, January 5, 2015

The Penn Township Board of Supervisors met this evening at 5:50 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 2015. 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 2015.

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 2015.

Supervisor Ward made the following motion:

 1. Re-appoint Linda D. Zerfoss as Township Manager for the year 2015, resolving her salary to be set at $31.82 an hour.

 2. Set the Township Manager’s Treasury Bond at $850,000 for the year 2015, and renew the fidelity and position bond for $100,000.

 3. Appoint Jack Sirkoch as Chairman of the Vacancy Board for the year 2015.

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Organizational Meeting - Continued

 4. Re-appoint Lope Law Offices, Philip Lope, Esquire as Township Solicitor for the year 2015.

5. Appoint NexTier Bank depository for Township funds for the year 2015, 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 2015, resolving his salary to be set at $725.77 bi-weekly.

 7. Re-appoint Kim Corle as alternate Sewage Enforcement Officer for the year 2015.

 8. Re-appoint Dennis Sybert as Animal Control Officer for the year 2015 with a $350.00 per month contract.

 9. Re-appoint Chuck McCall 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 #459 for Police Pension Fund.

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

 13. Re-appoint B,C,C,& Z, P.C (Blaine Lucas & Timothy Bish) as Zoning Hearing Board attorney for the year 2015.

 14. Set the tax rate for General Township purposes at 5.94 mills and for fire purposes at 2.06 mills for the year 2015.

 15. Re-enact the 1% Real Estate Transfer Tax under Act 511 for the year 2015.

 16. Set compensation for the Police Department under the 2nd year of their two-year contract according to the Collective Bargaining Agreement, specifically Addendum #1

Cheryl Cranmer, Sergeant - $26.24 Jack Ripper, Senior Patrolman - $24.30 Dennis Crawford, Senior Patrolman - $24.30 Steven Setnar, Part-time Patrolman - $19.44 New part-time Patrolman - $14.58

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Organizational Meeting - Continued

17. Set compensation for administrative employees for 2015:

Administrative Assistant - $12.33 Clinton A. Bonetti, Land Use Administrator - $23.28 Clinton A. Bonetti, Snow Removal - $23.28

18. Set compensation for road department employees for 2015:

Rodney Myers - $23.62 Dennis Bogan - $23.62

The Board of Auditors will set the compensation for Road Superintendent Douglas Roth at their organizational meeting on Tuesday, January 6, 2015.

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

 20. Approve Resolution #460, Fee Schedule for Penn Township Services for the year 2015.

 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 week of April which was moved to the 4th Monday of April due to the State 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 to each full-time officer and $275.00 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 2015.

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Organizational Meeting - Continued

 28. Appoint Clinton Bonetti as Township Records Officer for the year 2015.

29. Appoint KLH Engineers as Township Engineer for the year 2015.

 30. Appoint Melissa Walter 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 2014 be closed and presented for audit.

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

Mr. Bonetti explained the 2 changes to the fee schedule. Supervisor Roth stated that Chad left KLH and asked the Board if they would like to change Engineering Companies. Mr. Bonetti advised that KLH is doing a good job so far and the Board can always change Engineering Companies later in the year if they so choose. After these explanations, the motion was seconded by Supervisor Roth. 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 – 12/15/14

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 15, 2014 they be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

XTO Energy – Newsletter developed by Pipeline Association for Public Awareness which includes articles specifically designed to address topics of interest to public officials.

County of Butler Election Bureau – Requesting the enclosed list of elected officials be verified and make any corrections and return the certification before January 20, 2015.

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Correspondence - Continued

PSATS News Bulletin – Dated December 2014 on PSATS’ Conference Registration Opens January 8,State Capitol Roundup, PMGA Prepares Township Officials for Leadership, PSATS Offers Learning at Lunch Webinars, Show Off Your Transportation Project by Entering the Road and Bridge Safety Improvement Contest, and This and That.

Pennsylvania Department of Transportation – Moving Forward Newsletter dated Winter 2014 on Improving Traffic Signals, Aquatic Invasive Plant Species, Publication 213 Revisions Bring
Changes to Work Zone Regulations, LTAP Planning Partners Hold Annual Meeting, Upcoming 2015 Classes, Have You Built a Better Mousetrap? And Pipe Culvert Trenching and Backfill.

Seminars

The following seminars have been scheduled:

 Spring Road Safety and Maintenance, 03/25, Washington Township Municipal Building

 93rd Annual Educational Conference and Trade Show, 04/19 – 22, Hershey, PA

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 December 15, 2014. Township Fund: $38,860.96, Fire Tax Fund: $32,005.06, Municipal Pension Fund: $563.26, Police Pension Fund: $918.63. Deposits into the various Township Funds totaled $117,276.03. Balances were read as follows: Township Fund: $608,636.35, Fire Tax Fund: $65,951.40, State Fund: $84,654.59, Act 13 Impact Fund: $171,470.96, Municipal Pension Fund: $414,579.38, Police Pension Fund: $982,817.95. 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 a letter was received from the Butler County Planning Commission who reviewed the Easler, Lot Line Revision #14240. They had no comments on the plan.

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Zoning Department - Continued

Mr. Bonetti also said he has received calls about a well going in near Mr. Mowry’s residence off Rockdale Road. Mr. Bonetti said he has not received any plans on this as yet, but this is not unusual for the word to get out before the Township receives any notice.

Police Department

Mrs. Zerfoss submitted copies of the Animal Control report for November 2014.

Road Department

Supervisor Roth stated he received an invoice from East Coast Paving regarding the repairs that they did. He stated they went back and forth on the matter and he was under the impression that if the Township could wait until they were finished in Saxonburg they would then come and make the repairs to the Mushrush Road Bridge otherwise the Township would have to pay and he advised East Coast the Township could wait. East Coast was also supposed to fix a low spot at the intersection of West Jefferson and Dinnerbell Road where the water lays there. He stated there is still water laying there. Supervisor Roth reported he told them the Township would pay only for the asphalt and East Coast stated that was not acceptable and the Township would have to pay the entire amount. He stated he talked to Solicitor Lope and Linda about this and the Township paid East Coast ½ of the invoice and Solicitor Lope said that was more than fair. Supervisor Ward requested Solicitor Lope send them a letter.

Supervisor Roth also requested permission to start working on the specifications for the new pickup. The Board briefly discussed and motion by Supervisor Roth and seconded by Supervisor Ward that Supervisor Roth begin developing specification and prices for a new pickup. There being no questions or comments from the audience, the motion carried.

Supervisor Roth also reported the Veeter Root System is 22 years old and anew system installed would cost $7,775.00 from Graziani. Motion by Supervisor Roth and seconded by Supervisor Mowry the Veeter Root System be replaced with a new unit from Graziani at a cost of $7,775.00. There being no questions or comments from the audience, the motion carried.

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Road Department - Continued

Supervisor Roth next reported that Brady’s Bend Township would like to purchase the old dump truck which is a 1994 Ford which was just replaced by the new one last month. Brady’s Bend Township doesn’t have a lot of money and offered $13,500. Motion by Supervisor Mowry seconded by Supervisor Ward that the 1994 Ford dump truck be sold to Brady’s Bend Township at an exact price to be determined. There being no questions or comments from the audience, the motion carried.

Supervisor Roth then stated he is working on the road project for this year. There will be no paving only tar and chipping.

Recycling Report

No report.

Parks and Recreation

Mrs. Zerfoss reported the County Commissioners have set aside funds in the 2015 County Budget to aid local governments in the renovation of local recreational areas. They are inviting municipalities to submit a grant application for funding consideration under this program.

Mrs. Zerfoss also stated she received the Harcrest Park Wetlands Delineation that the Board authorized Ecotune Environmental Consultants to do under the recommendation from KLH Engineers. The Board will review the report.

Supervisor Roth stated he is still working on having the barn removed.

Public Relations Department

No report.

Old Business

No report.

New Business

Supervisor Roth inquired about a records retention ordinance and also updating the personnel manual. Mrs. Zerfoss replied she did have a copy of a records retention ordinance and would locate it and present it at the next meeting. She also stated she has started working on the personnel manual when she has time.

Supervisor Ward reminded the audience the next meeting will be January 19, 2015 which will be our regular meeting held on the 3rd Monday.

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Act 537 – Saxonburg Authority

Supervisor Roth reported the meeting is next Monday.

Audience Participation

Erma Mowry – Asked where the water was laying on West Jefferson Road. Supervisor Roth informed Mrs. Mowry where the problem was located.

Nancy Swisher – Asked about the park. Stated she heard that someone wanted to purchase bike racks and she talked to other committee members about this. Supervisor Roth said that would be good to have at the park and he will check with a company in Butler to see if they handle bike racks.

Supervisor Ward seeing no further 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 6:30 p.m.

Approved: Respectfully Submitted:

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