Monday, July 20, 2015

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 6 Township residents were also present.

Minutes – 06/15/15

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meeting held Monday, June 15, 2015 the be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

Babst-Calland – Letter from Tim Bish advising that he is joining the law firm of Dillon McCandless King Coulter & Graham August 1, 2015. He is seeking permission to move our files from Babst-Calland to Dillon McCandless. He reported that Babst-Calland has no problem with him transferring our files.

Cranberry Today – Newsletter dated Summer 2015.

PSATS News Bulletin – Dated June 2015 on Security and Fraud Protection Reminder; Capitol Roundup; Municipal Pension Reform Discussed; WOTUS Rule Finalized, Opposition Builds; ACA Prohibits Reimbursement of Individual Health Care Plan Premiums; Lawmakers Consider Local Government Legislation; PMGA Training Opportunities; and PSATS Offers Learning at Lunch Webinars.

Penn Dot – Letter stating on behalf of Penn Township issues the notice to proceed for construction to alter the public-at-grade crossing by the installation of automatically operated flashing light railroad crossing warning signals and gates where Township Road T-451 crosses the single track of the Buffalo & Pittsburgh Railroad Inc.

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Correspondence – Continued

Penn Dot – Letter reporting that a monitoring review of the Township’s Liquid Fuels Tax Fund was conducted. Penn Township was randomly selected for this visit from all municipalities in Butler County. This was to verify that Penn Township maintained and followed proper Liquid Fuels Funds procedures. Both the Liquid Fuels Tax Fund balance and the Equipment Fund balance were accurate and no areas of concern were noted. It was also noted that the Township is maintaining a well-managed investment program for their Liquid Fuels Tax Fund.

Butler County Elections Bureau – Notice if there are any vacancies between February 18, 2015 thru August 21, 2015 they be notified.

Butler County Parks & Recreation Department – They are holding a Youth Triathlon on Saturday, August 1, 2015 for youths 6 – 17 years. They are also having a Pawsghetti Dinner and Fundraiser on Wednesday, August 12, 2015 from 4 – 7 p.m. at the Masonic Shelter in Alameda Park.

The Monastery – Notice that they are having a Steps to Heaven Walk on September 12, 2015 beginning at the monastery and some of the route will be in Penn Township.

State Representative Daryl Metcalfe – Confirmation that they are holding their breakfast meeting on Friday, October 9 from 7:00 a.m. to 10:00 a.m. at the Penn Township Municipal Building.

Seminars

The following seminars have been scheduled:

 Rail Transportation Emergencies, Community Response and Health, July 30 at Allegheny County Emergency Center

 Crisis Intervention Team Training, August 10 – 14

 Field Force Extraction, Cranberry Township Volunteer Fire Company, August 17 – 20

 Precision Weapon and Tactics, Pitcairn and Logans Ferry Sportsmen Clubs

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Seminars – Continued

 Taser Certifications, September 30 and October 1, Butler

 Webinar for Managing Your Unemployment Compensation Claims

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 June 15, 2015. Township Fund: $75,215.36, Fire Tax Fund: $3,409.99, Municipal Pension Fund: $1,859.63, Police Pension Fund: $1,125.87. Deposits into the various Township funds totaled $242,621.76. Balances were read as follows: Township Fund: $866,426.33, Fire Tax Fund: $150,152.98, Act 13 Impact Fund: $415,067.54, Municipal Pension Fund: $415,528.05, Police Pension Fund: $993,220.72, State Fund: $324,734.34. 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 also submitted his Zoning Report for April through June 2015. 7 Building Permits were issued totaling $7,900.00, 12 Zoning Permits were issued totaling $700.00, 13 Traffic Impact Fees were filed totaling $17,639.96, 1 Sign Permit was issued totaling $8.00, 16 Highway Occupancy Permits were issued totaling $785.00, 4 Septic Permits were issued totaling $1,800.00, 34 Lien Letters were issued totaling $520.00, 2 Land Development Applications were filed totaling $600.00, 5 Ordinance Books were sold totaling $100.00. Total zoning fees for April through June 2015 totaled $30,052.96.

Mr. Bonetti stated the Butler County Planning Commission reviewed the following plans and had no comments:

 Thackray, 1 Lot, Residual, & R/W #15150

 Galbreath, Lot Line Revision #15174

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Zoning Department – Continued

Mr. Bonetti reported the Planning Commission met regarding the Thackray property subdivision. There were 2 lots on one property. They recommended approving the plan provided there is a maintenance agreement for a right of way for the 2 shared properties. Mr. Bonetti stated the Township did not inspect the barn and there was no electrical inspection. Mr. Thackray advised there is some electric and has a certificate. Motion by Supervisor Ward and seconded by Supervisor Roth that the Thackray subdivision be approved pending a maintenance agreement. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti also submitted the Larry Galbreath subdivision on Meadowbrook Road. There was a total of 5 lots and Mr. Galbreath wants to make it 3 one acre lots. Motion by Supervisor Roth and seconded by Supervisor Mowry that the Larry Galbreath subdivision be approved. There being no questions or comments from the audience, the motion carried.

Police Department

Mrs. Zerfoss read the Police report for June 2015. She also presented the semi-annual report.

The animal control report was submitted for May and June 2015.

Mrs. Zerfoss read a thank you letter from Furniture Galleries for attending the presentation to the Steven Siller Tunnel to Towers Foundation.

Mrs. Zerfoss announced the new 2016 Police Interceptor vehicle is in.

Road Department

Supervisor Roth reported the sealing has been completed and he is not happy with the job. The oil is bleeding through the stone. He talked to Suit-Kote about the problems and they came and looked at the roads. The oil had been tested by Penn Dot and it is good. Suit-Kote agreed there is a problem, but isn’t sure what is wrong. Suit-Kote has not submitted an invoice. The Board recommended the Manger contact Solicitor Lope to send Suit-Kote a letter advising that they will not be paid until the problems have been corrected.

Recycling Report

Mrs. Zerfoss reported the annual electronic recycling event will be Monday, August 24 from 10:00 a.m. to 2:30 p.m. at the Saxonburg Fire Company grounds. This is free for Township residents. There is a flyer on the back table as to what will be accepted this year.

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Parks and Recreation Department

Supervisor Roth requested approval to purchase a pavilion for the Harcrest Park. The pavilion is 12 x 16 with a steel roof. He advised it would about 6 – 8 weeks for it to come in. He stated Nick Helfer is working on the pad. The pavilion won’t exceed $15,000.00. Motion by Supervisor Mowry and seconded by Supervisor Ward that Supervisor Roth be authorized to purchase a pavilion for the Harcrest Park not to exceed $15,000.00. There being no questions or comments from the audience, the motion carried.

Supervisor Roth also reported the posted “Keep Out” signs at the park as they have been working at the park cleaning up the barn that was taken down and people have been coming onto the property and taking some of the beams that were there.

Public Relations Department

Mrs. Zerfoss advised the annual community day will be Saturday, August 22 from 1:00 p.m. to 6:00 p.m. at the Nixon United Methodist Church.

She also reported Jacob Borland, Charles Cook and Mitchell Walter recently achieved the rank of Eagle Scout. There was an Eagle Ceremony on July 12, 2015 to present them with their Eagle Scout Badges. She also stated the Board issued them a Certificate of Achievement congratulating them.

Old Business

Mrs. Zerfoss stated she was contacted by DCED that a grant that was given to the Township is 2002 has never been closed and therefore until the Township can submit documentation to close out this grant, the Township will not be eligible for any further grants. Mrs. Zerfoss replied she sent them copies of everything she could find and that this should close out the 2002 grant.

New Business

Mrs. Zerfoss requested approval to renew the Metro Technology Contract at a cost of $1,747.00. This is the company that provides the software for the police department. Motion by Supervisor Ward and seconded by Supervisor Roth that the contract from Metro Technology be renewed at a cost of $1,747.00. There being no questions or comments from the audience, the motion carried.

Act 537 – Saxonburg Authority

No report.

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Audience Participation

Larry Galbreath – Felt the seal job that was done in Steppland was excellent. He also inquired as to what could be done for people not yielding the right of way from Route 8 to North Trail. The matter was discussed for several minutes. Supervisor Roth said he would look at the area and see if he could come up with some ideas.

Phil Thackray – Asked if the Board was happy with the company that tore down the barn. Supervisor Roth stated no as they left everything in a pile and cleaned nothing up.

Nancy Swisher – Asked where are you taking the debris from the barn. Supervisor Roth stated they are burning the smaller items and putting the larger pieces aside. He said they are stacking the cinder blocks and the tin will be taken to a scrap yard.

At this point in the meeting 6:30 p.m., the Board entered into a brief Executive Session to discuss personnel and collective bargaining issues. Supervisor Ward advised no action will be taken after the Executive Session and the Board will adjourn the meeting when they return from the Executive Session.

At 6:50 p.m. the Board returned from the Executive Session.

Supervisor Ward seeing no further business or 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 6:53 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township