Monday, June 20, 2016

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 7 Township residents and visitors were also present.

Minutes – 05/16/16 – 06/06/16 – 06/13/16

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meetings held Monday, May 16, 2016, Monday, June 6, 2016 and Monday, June 13, 2016 they be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

JMT – Submitted final plans for the Canadian National/Bessemer Line bridge deck replacement for Hicks Road. The PUC Field Coordination was held concurrently with the Rockdale Road project on October 7, 2015.

PA Department of Labor & Industry - Newsletter dated Spring 2016 regarding Unemployment Compensation.

Penn State Extension – Quarterly newsletter dated Summer 2016.

Department of the Auditor General – Mrs. Zerfoss announced the Auditor General’s office recently completed a Liquid Fuels Tax Fund audit for the period January 1, 2014 to December 31, 2015.

Butler County Bureau of Elections – Notice that the 2017 Primary Election will be May 16, 2017 and the General Election will be held November 7, 2017.

Babst/Calland Attorneys at Law – Employment bulletin with the latest employment and labor news dated May 2016.

Penn Dot – Letter dated May 25 submitting copies of the permit and traffic signal condition diagram for the intersection of Route 8 and Dinnerbell Road which was updated to reflect the traffic signal modifications that were implemented in 2015/2016 as part of the Department’s Systematic Safety Project.

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Correspondence - Continued

Butler County Election Bureau – List of current elected officials showing the year elected and the year the term ends.

Chris Reese-Lope, Casker & Casker – Submitted information for the Board to review for establishing policies for dash cams in police vehicles, body cams and security cameras inside the municipal building.

PSATS – Notice that Act 13 Impact Fee Distributions will be distributed around July 1, 2016 and Penn Township’s amount will be $126,751.30.

Seminars

The following seminar/training has been scheduled:

 ARIDE – Advanced Roadside Impaired Driving Enforcement – July 25 and 26 at Cranberry Township Public Safety Training Center

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 May 16, 2016. Township Fund: $75,295.62, Fire Tax Fund: $3,563.48, Municipal Pension Fund: $324.08, Police Pension Fund: $240.09. Deposits into the various funds totaled $224,417.79. Balances were read as follows: Township Fund: $958,197.37, Fire Tax Fund: $117,565.22, Ledger Act 13 Impact Fund: $419,655.23, Municipal Pension Fund: $420,208.65, Police Pension Fund: $959,265.00, State Fund: $399,442.10. 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 requested approval for the William Hutterer Subdivision off Brownsdale Road. He advised the Planning Commission met and discussed this subdivision and they recommend approval. Motion by Supervisor Ward and seconded by Supervisor Roth the William Hutterer Subdivision off Brownsdale Road be approved. There being no questions or comments from the audience, the motion carried.

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Zoning Department - Continued

Mr. Bonetti also requested approval for the Raymond Laurent Subdivision located off Crisswell Road. The Planning Commission recommended approval. Motion by Supervisor Roth and seconded by Supervisor Mowry that the Raymond Laurent Subdivision located off Crisswell Road be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti reported the Butler County Planning Commission reviewed the Penn Cryo Water Tank, Site Plan #16102 and had no comments.

Mr. Bonetti reported that HRG submitted a proposal to update the current Subdivision and Land Development Ordinance for $25,000.00. He stated it was done in 1999. He stated this proposal will be discussed later in the meeting under New Business.

Police Department

Mrs. Zerfoss read the Police report for May 2016.

Mrs. Zerfoss requested permission to advertise the 2007 marked police vehicle for sale on MuniciBid. Motion by Supervisor Mowry and seconded by Supervisor Ward that Mrs. Zerfoss be authorized to advertise the 2007 marked police vehicle for sale on MuniciBid. There being no questions or comments from the audience, the motion carried.

She also requested permission to purchase a new 2017 Ford Interceptor Utility Model K8A AWD from Day Ford, Inc. from Costars at a cost of $28,861.00. This will replace the unmarked police vehicle which will become the Township vehicle which can be used for zoning inspections, seminars or training. Motion by Supervisor Ward and seconded by Supervisor Roth that Mrs. Zerfoss be authorized to purchase a new 2017 Ford Interceptor Utility Model K8A AWD from Day Ford, Inc. with a Costars price of $28,861.00. There being no questions or comments from the audience, the motion carried.

Mrs. Zerfoss also requested approval for Ibis Tek to outfit the new 2017 Ford Interceptor Utility Vehicle at a cost of $9,534.15. She stated that equipment can no longer be transferred from vehicle to vehicle as before. Motion by Supervisor Roth and seconded by Supervisor Mowry that Ibis Tek be approved to outfit the new 2017 Ford Interceptor Utility Vehicle. There being no questions or comments from the audience, the motion carried.

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Road Department

Supervisor Roth reported they are getting the roads ready for the 2016 paving and sealing project. He also stated that Suit-Kote has been here since last week doing repairs to the roads from last year’s sealing project. He advised that Suit-Kote wants to wait awhile before reshooting them with oil.

He also reported that Youngblood Paving got the paving project and Suit-Kote got the sealing project again this year. He stated he delivered approximately 500 letters to the residents that were affected by last year’s sealing project explaining what was going on and that Suit-Kote was repairing the patches and after the roads are swept will apply an oil sealant.

Recycling Report

None.

Parks and Recreation Department

Mrs. Zerfoss said she received the Audubon Society Bulletin for Summer/Fall 2016.

Public Relations Department

Supervisor Ward reported that he, Linda and Clinton met with approximately 5 residents of Renfrew to discuss Valley Community Services. He explained the Board’s reasoning as to why they were denied and stated that if they return and apply for a single family housing they would be approved as that is an approved use. He advised that John Shuster was a former member of the Zoning Hearing Board and understands our zoning regulations. He felt it was a very successful meeting.

Old Business

None.

New Business

Mrs. Zerfoss stated Supervisor Roth received an email from Parts master regarding new lighting for the municipal building to an LED tube bulb lights. He said they are constantly replacing the ballast on the lights at the municipal building and the fluorescent bulbs and the ballasts are expensive. He advised the bulbs are $20.00 each. He thinks we should try some in the lobby and the police area. The Board discussed this for a few minutes. Motion by Supervisor Roth and seconded by Supervisor Ward that 40 bulbs be purchased at $20.00 each. There being no questions or comments from the audience, the motion carried.

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New Business – Continued

Subdivision and Land Development Update – As discussed previously under the zoning report, HRG submitted a proposal to update the Subdivision and Land Development Ordinance. Mr. Bonetti said there are a lot of things missing from the current SALDO. The proposal stipulates they will hold meetings with the Planning Commission, Board

of Supervisors, staff and other officials as necessary to discuss the issues related to the updates. They assume there will be 12 meetings at 2 hours per meeting and additional meetings would be billed on a time and material basis. They will ensure that the Township’s new SALDO complies with the MPC and current and use law and practice requirements of the MPC. They will present a final copy to the Township, Planning Commission, Solicitor and other stakeholders for review. They proposed to complete this work for a lump sum fee of $25,000.00 and will render invoices monthly based on the percentage of completion. Motion by Supervisor Ward and seconded by Supervisor Roth to approve the proposal from HRG to update the Subdivision and Land Development Ordinance at a cost of $25,000.00. There being no questions or comments from the audience, the motion carried.

Supervisor Ward reported that he asked Mike Corle who is our SEO and who also does our landscaping to submit a proposal to install an irrigation system for the plants. He said he was here one day and they talked about this while watching him carry water to water everything. He feels this would help keep everything nice especially in hot weather or when no one is around to water them.

Act 537 – Saxonburg Authority

Supervisor Roth reported at their last meeting they discussed liened properties.

Audience Participation

Marlene Lott – Representing Representative Metcalfe and asked if there was anything that they can do for us. Supervisor Roth asked if they could see if there were any grants for traffic lights. Ms. Lott stated she would forward this request to Representative Metcalfe and they would let us know if they find any.

Nancy Swisher - Remembered this was discussed previously and Supervisor Roth remembered that as well and that Keller Engineer submitted a proposal that was extremely expensive and more involved than what the Township anticipated. She also commented on the new sign at Route 8 and Airport Road that the Audubon Society installed.

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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 6:25 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township