Monday, March 16, 2015

The Penn Township Board of Supervisors having notified the residents in advance had 2 public hearings with the first to begin at 5:30 p.m. The first hearing was a Conditional Use Hearing for Mountain Gathering and the second hearing was for 2015 CDBG Application. When the stenographer hadn’t arrived by 5:45 p.m., the Board of Supervisors began the hearing for the 2015 CDBG Application. This was the 1st of 2 public hearings to be held. The hearing was conducted by Wendy Leslie, CDBG Coordinator. She advised that the contract for 2014 should be signed shortly. Ms. Leslie reported the remaining funds for the Church Road project is $26,729.41.

Several suggestions were received regarding the 2014 allocation which she anticipates to be approximately $90,329.00. The allocation will be split as $74,124.00 for activity and $16,205.00 for administration. One suggestion was to use the funds for ADA purposes at Harcrest Park such as a paved road to the gazebo or drainage work along North Dutchtown Road. No other suggestions were made and no other comments from any resident and the hearing was adjourned at 6:05 p.m.

At 6:08 p.m. the Board of Supervisors began the 2nd hearing which was a Conditional Use hearing at the request Mountain Gathering who is seeking a conditional use approval for “Pipe Yard Storage Facility” in the “I-L” (Limited Industrial) zoning district. Attending this hearing are Chairman, Samuel M. Ward, Vice-Chairman, Douglas A. Roth, Supervisor, Wilbert J. Mowry, Jr., Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton A. Bonetti, and Stenographer, Kelly Ferrari and 19 residents and guests. Motion by Supervisor Ward and seconded by Supervisor Roth to adjourn the hearing at 6:15 p.m. There being no questions or comments from the audience, the motion carried.

After the Conditional Use hearing, the Penn Township Board of Supervisors held their regular monthly board meeting at 6:18 p.m.

Minutes – 02/16/15

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meeting held Monday, February 16 2015 they be approved as presented. There being no questions or comments from the audience, the motion carried.

Correspondence

Peoples Twp – Requested the 2015 schedule for road paving be submitted to them by March 31, 2015.

PSATS – Copy of 2015 Proposed Resolutions that will be considered at the 2015 Annual Educational State Conference.

Butler County Association of Township Officials – They are looking for elected or appointed people who have served Penn Township for over 25 years.

CDC – Invitation to attend the 2015 annual meeting, Butler County Works, on Friday March 27, 2015 at the Regional Learning Alliance.

Purvis Brothers – Annual downstream notification report.

Penn Christian Academy – Notification of their third annual PCA 5K event on Saturday, September 19 beginning at 9:00 a.m.

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Correspondence - Continued

Penn Dot – Notice of 2015 Transportation Outreach program on March 26 from 9 am to 10:30 am at Jennings Environmental Education Center.

Penn Dot – Notice of Liquid Fuels payment was paid on 03/02/15 in the amount of $198,979.88.

Penn Dot – Notice of Road Turnback payment paid on 03/02/15 in the amount of $41,080.00.

Butler County Conservator – Newsletter dated January/March 2015.

PSATS – Announcing 2015 Youth Awards Contest.

Penn Dot – Notice they filed an application with the Commonwealth of Pennsylvania for approval to alter the public at-grade crossing by: (1) upgrading the existing Crossbucks to 12” LED flashing lights, and (2) installing automatic gates, where Township Road T-451 (Main Street) crosses the single tract of the Buffalo and Pittsburgh Railroad, Inc. in Penn Township in accordance with the Federal Grade Grossing Program.

Seminars

The following seminars have been scheduled:

Chainsaw Safety, 06/03 – 04 - Penn Township Municipal Building BCATO Annual Spring Convention, 05/21 – Butler Country Club Challenges Presented by Existing & Historical Buildings, 03/10 – Four Points Sheraton Best Practices for Code Administration, 04/19 - Hershey, PA Municipal Secretary and Administrator Training, 03/27 – 28 – West Moreland County Road Masters Round Table, 05/13 – Penn Township Municipal Building Intermediate Accounting, 05/21 – Ligonier Township Basic Training for Municipal Secretaries and Administrators, 05/07 – Double Tree Hotel, Monroeville PSATS Municipal Government Academy – Various webinars in April and May

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 February 16, 2015. Township Fund: $126,876.35, Fire Tax Fund: $2,776.72, Municipal Pension Fund: $1,251.58, Police Pension Fund: $1,167.59. Deposits into the various Township Funds totaled $328,617.46. Balances were read as follows: Township Fund: $562,635.22, Fire Tax Fund: $65,825.97, Act 13 Impact Fund: $290,377.02, Municipal Pension Fund: $412,679.64, Police Pension Fund: $981,170.18, State Fund: $324,716.78. 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.

Monday, March 16, 2015

Zoning Department

Mr. Bonetti reported he contacted several companies to obtain quotes to update the Traffic Impact Fee Ordinance. He only received one quote so far and is waiting to receive quotes from 2 other companies. Once they are received he will give them to the Township Manager to review and approve so this update can be completed by November 2015 as required.

He also reported on the Butler County Planning Commission reviewed the following plans:

Diehl Parking Lot, Site Plan #15050 Martin, Site Plan #15031

The Butler County Planning Commission had no comments on either plan.

Conditional Use - Mountain Gathering Pipe Storage Yard – Motion by Supervisor Ward and seconded by Supervisor Roth to approve the Conditional Use for the Mountain Gathering Pipe Storage Yard pending approval from the Butler County Planning Commission and the Conservation District. There being no questions or comments from the audience, the motion carried.

Site Plan – Mountain Gathering Pipe Storage Yard – Motion by Supervisor Roth and seconded by Supervisor Mowry that the Site Plan for Mountain Gathering Pipe Storage Yard be approved pending approval from the Butler County Planning Commission and the Conservation District. There being no questions or comments from the audience, the motion carried.

Diehl Automotive Parking Lot Site Plan – Motion by Supervisor Mowry and seconded by Supervisor Ward that the Diehl Automotive Parking Lot Site Plan be approved pending approval from the Butler County Planning Commission and the Conservation District. They must also get approval of their lighting plan. Mr. Bonetti advised the Township Engineer stated the storm water retention meets the requirement of the Township. There being no questions or comments from the audience, the motion carried.

Police Department

Mrs. Zerfoss read the Police report for February, 2015.

She also presented the Animal Control report for January and February 2015.

Road Department

Supervisor Roth presented his list of roads to be sealed this year. Motion by Supervisor Ward seconded by Supervisor Roth that the Township Manager advertise the 2015 road project. There being no questions or comments from the audience, the motion carried.

Recycling Department

Mrs. Zerfoss stated she has the 2015 dates for unwanted chemicals, electronics and Freon appliances to be recycled at their location on Ash Stop Road. A nominal fee will be charged and is recommended that you pre-register.

Monday, March 16, 2015

Parks and Recreation Department

Mrs. Zerfoss reported that Resolution #461 – Harcrest Park Phase One needs to be approved. She advised that Gary Pinkerton, Director of Parks and Recreation Department in Butler County is applying for a $500,000.00 DCNR grant with $240,000.00 coming from DCNR and $260,000.00 coming from the Township. Motion by Supervisor Roth and seconded by Supervisor Mowry that Resolution #461 – Harcrest Park Phase One be approved. There being no questions or comments from the audience, the motion carried.

Supervisor Roth reported that Barry Lang will soon start dismantling the barn at Harcrest Park.

Public Relations Department

No report.

Old Business

William Hough – Traffic Impact Fee – Addressed the Board regarding his request from the last meeting. He contacted an Engineer who submitted a letter to the Board regarding this matter. The Engineer conducted a three day data collection at the facility located at 703 Pittsburgh Road. The trip generation data indicates that the existing facility currently generates zero (0) trips during the PM peak hour. The Board and Mr. Hough discussed the situation.

New Business

Mrs. Zerfoss requested she would like to retain Maher Duessel for computer support and consulting services. Their fee remains the same as last year at $110 per hour. Motion by Supervisor Mowry and seconded by Supervisor Ward that Maher Duessel be retained for computer support and consulting services at $110 per hour. There being no questions or comments from the audience, the motion carried.

Mrs. Zerfoss reported the General Obligation Note dated December 13, 2011 in the amount of $50,000.00 has been paid in full.

Mrs. Zerfoss submitted to the Board the 2014 Annual Municipal Audit as completed and filed by Maher Duessel, CPA. They stated the summary financial statements of the Township as of and for the year ending December 31, 2014 are consistent in all material respects with the audited financial statements from which they have been derived.

Mrs. Zerfoss also submitted a copy of the Liquid Fuels Tax Fund Audit for the period January 1, 2012 through December 31, 2013. There was no instances of noncompliance and they found no deficiency in internal control.

Mrs. Zerfoss requested approval to advertise for adoption, Ordinance #164 – Municipal Records Manual with it being adopted on April 27, 2015. Motion by Supervisor Ward and seconded by Supervisor Roth that Mrs. Zerfoss be authorized to advertise Ordinance #164 – Municipal Records Manual with the anticipated date of adoption of April 27, 2015. There being no questions or comments from the audience, the motion carried.

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Act 537 – Saxonburg Authority

Supervisor Roth reported it was discussed whether to re-finance or not. They will have a loan officer at the next meeting.

Audience Participation

Jerry Johnston – Introduced himself and advised the Board and audience he is running for Butler County Commissioner on the Democratic Party.

Dave Johnson – Introduced himself and informed the Board he was also running for Butler County Commissioner on the Democratic Party.

Nancy Swisher – Asked about the grant and do we know what the Hartzell family wants to do. Supervisor Roth stated we applied for a grant as an Eagle Scout Project to build a gazebo. There have been several Eagle Scout projects, such as volley ball court, the sign, gazebo, trail marking.

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 6:50 p.m.

Approved: Respectfully Submitted:

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