Monday, March 20, 2017

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 and visitors were also present.

Minutes – 02/20/17 – 03/13/17

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 20, 2017 and Monday, March 13, 2017 they be approved as presented. Mrs. Mowry asked for clarification of CDBG. She was told it stood for Community Development Block Grant. There being no further questions or comments from the audience, the motion carried.

Correspondence

Thomas C. Succop – Thank you letter for supporting the efforts of the Audubon Society of Western Pennsylvania with generous financial support, and public support. Supervisor Ward stated it was a very nice letter and the Board thanks the Succop family. Supervisor Roth reported construction will begin in the amount of 3 million dollars at the Audubon Society.

Pennsylvania Department of Environmental Protection – Letter regarding the Chips Subdivision, DEP Code #N6-17-011, APS ID #932288, AUTH ID#1170033. The proposal has been reviewed and found to be consistent with the official sewage facilities plan and accepts this proposal as an “exception” to the requirements to revise the official plan under Chapter 71, Section 71.55.

Honorable Daryl D. Metcalfe – Thank you letter for welcoming his Legislative Assistant, Marlene Lott at our recent meeting. He also addressed a question regarding grant money for a new traffic light at Route 8 and Airport Road. He submitted a copy of a letter that was sent June 24, 2016 that advised Mr. Allen Williams of Penn Dot would be contacting us regarding the matter. He advised they contacted him again and asked him to contact the Township Manager, Mrs. Zerfoss to assist with a “Green-Light-Go” Program. Supervisor Roth stated he talked to the Township Manager and to the Township Engineer, about applying for the grant which is a 20% match.

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Correspondence – Continued

PA Department of the Auditor General – Letter dated March 6, 2017 advising they received payment in the amount of $139 as evidence of compliance with the Finding contained in the Penn Township Non-Uniformed Pension Plan audit report for the period January 1, 2014 to December 31, 2015. Considering the documentation provided, it appears that the township has complied with the recommendation in the audit report.

Community Development Corporation – Invitation to attend the 2017 Annual Meeting Blasting Off on Friday, April 7, 2017 at the Regional Learning Alliance.

Butler County Community Development Block Grant – Letter advising the awarded the Harcrest Park Project to Nicely Excavating at their March 15, 2017 meeting. The contract was for $331,550.00. Supervisor Roth also stated a pavilion, bathrooms will need to be purchased from the Council of Government (COG). He also stated the trails will be paved as well as the parking lot and there will be a retention pond. There were benches ordered for $7,000.00 that can have a plaque on the back of the bench.

South Butler Community Library – Notice of bowling fundraiser for the library on Sunday, April 9, 2017 at Mystic Lanes from 5:30 p.m. to 7:30 p.m.

Penn Power – Notice that they plan to start performing spring routine patrols on the transmission lines beginning the week of March 20 weather permitting using helicopters.

Penn Dot – Letter advising the 2017 Turnback payment in the amount of $41,080.00 was paid March 1, 2017.

Penn Dot – Letter advising the 2017 Liquid Fuels Tax Fund payment in the amount of $244,004.64 was paid March 1, 2017.

Purvis Brothers – Submitted their annual downstream notification.

Seminars

Butler County Association of Township Officials 2017 Spring Convention, 05/18/17, Butler Country Club

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.

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Treasurer’s Report

Mrs. Zerfoss presented the list of invoices paid since the last report was given on February 20, 2017. Township Fund: $68,412.85, Fire Tax Fund: $2,355.26, Municipal Pension, $324.08, Police Pension: $240.09. Deposits totaled $381,624.45. Balances were read as follows: Township Fund: $772,272.23, Fire Tax Fund: $46,075.32, Act 13 Impact Fund: $522,525.33, Municipal Pension Fund: $482,640.31, Police Pension Fund: $1,040,102.93, State Fund: $351,256.75. 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 the Butler County Planning Commission reviewed the following plans with no comments:

 Hughes/Wise, Lot Line Revision #17089

 Succop Nature Park, Site Plan #17082

 Kelly Lot, Site Plan #17097

Mr. Bonetti submitted the Santora/Pawk Subdivision on Three Degree Road for approval. Motion by Supervisor Ward and seconded by Supervisor Roth the Santora/Pawk Subdivision on Three Degree Road be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti submitted the Kelly Chevrolet Site Plan on Route 8 for approval. Mr. John Thompson was present representing Kelly Chevrolet. He stated they will renovate the former 7-11. Mr. Bonetti reported that the planning commission recommended approval pending approval from the Township engineers. Motion by Supervisor Roth and seconded by Supervisor Mowry the Kelly Chevrolet Site Plan on Route 8 be approved. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti submitted the Frank Zottola Site Plan on Route 8 for approval. Mr. Bonetti reported that the Township Engineer has numerous comments. Mr. Zottola is working on resolving the issues. Motion by Supervisor Mowry and seconded by Supervisor Ward the Frank Zottola Site Plan on Route 8 be approved pending they meet the Township Engineer specifications. There being no questions or comments from the audience, the motion carried.

Mr. Bonetti reported that Lou Lauschus is revising his plan and will resubmit when it’s completed.

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Zoning Department – Continued

Mr. Bonetti also stated the Planning Commission has the proposed Zoning Ordinance for review and they will have their comments by the next meeting and he hopes to have the hearing in May.

Police Department

Mrs. Zerfoss read the Police report for February 2017. She also presented the Animal Control Report for February 2017.

Road Department

Supervisor Roth reported he met with Rex Energy and the Township Engineers on Anderson Road. He hopes to have a report for the next meeting.

Recycling Report

None.

Parks and Recreation Department

Supervisor Roth advised the park committee met earlier this month and they would like approval to purchase a bike rack with bolt down tabs, and a pet station with aluminum junior bag dispenser with receptacle with lid for Harcrest Park totaling $1,412.00. Motion by Supervisor Ward and seconded by Supervisor Roth that the bike rack with bolt down tabs and the pet station with aluminum junior bag dispenser with receptacle with lid be purchased totaling $1,412.00. There being no questions or comments from the audience, the motion carried.

Public Relations Department

No report.

Old Business

Butler County Emergency Services Unit – Mrs. Zerfoss submitted the Butler County Emergency Services Unit agreement for approval. She advised she discussed this with Solicitor Lope and the Township’s Insurance Company and no one had any issues with this and that everything appeared to be in order. This agreement is to coordinate tactical response to critical incidents relating to Hostage Related Incidents, Barricaded Gunman, School Violence, Terrorist Acts, Weapons of Mass Destruction, Sniper Ambush, Civil Disturbances and High Risk Warrant Service. Motion by Supervisor Roth and seconded by Supervisor Mowry that the Butler County Emergency Services Unit be approved. There being no questions or comments from the audience, the motion carried.

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Old Business – Continued

Electronic Check Scanner – Mrs. Zerfoss stated she submitted this at the last meeting regarding the ability to scan checks instead of running to the bank for small deposits. She advised that there is a $50 per month fee for the scanner. Motion by Supervisor Mowry and seconded by Supervisor Ward that Mrs. Zerfoss be authorized to get the electronic check scanner from NexTier Bank. Mrs. Mowry questioned how many checks is received in a month. Mrs. Zerfoss stated it varies. Some months there are quite a few and some, not so many. She stated she has had calls where people questioned why their checks were never deposited. This would eliminate that as it’s feasible to run to the bank constantly for small deposits. Mrs. Dawson said it’s legal to hold checks for 6 months. The discussion continued with no further action being taken.

Elvis Electric – Mrs. Zerfoss submitted a quote of $920.00 to install new LED pole lights in the parking lot as well as flood lights. Motion by Supervisor Ward and seconded by Supervisor Roth that the quote from Elvis Electric to install new pole lights and flood lights in the parking lots in the amount of $920.00 be accepted. There being no questions or comments from the audience, the motion carried.

Mosebach Electric Supply – Mrs. Zerfoss submitted a quote to supply new LED pole lights and flood bulbs in the amount of $3,721.20. Motion by Supervisor Roth and seconded by Supervisor Mowry the quote to supply new LED pole lights and flood bulbs from Mosebach Electric Supply be approved. There being no questions or comments from the audience, the motion carried.

Non-Uniformed Employee Policy – This was tabled until next meeting.

New Business

Penn Township Survey – Supervisor Roth explained that a neighbor had a tree come down that was on Township property and it was cut up by the road department. The neighbor pointed out another tree that was leaning but he wasn’t sure if it was on Township property or not. He stated they looked for the stakes but couldn’t find them. Motion by
Supervisor Mowry and seconded by Supervisor Ward to have the Township property resurveyed. There being no questions or comments from the audience, the motion carried.

Flag Display Box – Mrs. Zerfoss stated she has searched many places for a box to display the box that was donated by a resident who was in Iraq. The only place she could find was at Michaels and the price was between $325.00 and $700.00. Motion by Supervisor Ward and seconded by Supervisor Roth that Mrs. Zerfoss order a flag display box from Michaels Craft and Supplies in a Honey Oak color not to exceed $425.00. There being no questions or comments from the audience, the motion carried.

Monday, March 20, 2017

New Business – Continued

Community Development Block Grant – Mrs. Zerfoss reported there would be a public hearing on Tuesday, April 18, at 5:50 p.m. for the 2017 Community Development Block Grant funding.

Irisaurus Gardens – Mrs. Zerfoss submitted a quote from Mike Corle to install drip lines for the Penn Township flower beds and vegetable garden in the amount of $1,395.00. Motion by Supervisor Roth and seconded by Supervisor Mowry that the quote from Mike Corle, Irisaurus Gardens be accepted in the amount of $1,395.00. There being no questions or comments from the audience, the motion carried.

Maher Duessel – Mrs. Zerfoss stated she would like to continue using Maher Duessel to provide consulting services to Penn Township and to assist with computer support. Motion by Supervisor Mowry and seconded by Supervisor Ward that Maher Duessel continue providing consulting services and to assist with computer support to Penn Township. There being no questions or comments from the audience, the motion carried.

Proclamation – Mrs. Zerfoss read a proclamation proclaiming April as Pennsylvania 811 Safe Digging Month. Motion by Supervisor Ward and seconded by Supervisor Roth that the Proclamation proclaiming April as Pennsylvania 811 Safe Digging Month be approved. There being no questions or comments from the audience, the motion carried.

Majestic Lawn Care – Mrs. Zerfoss submitted a quote from Majestic Lawn Care to provide moving Renfrew Park at $115.00 per mow. This is the same rate as last year. Motion by Supervisor Roth and seconded by Supervisor Mowry that Majestic Lawn Care be authorized to mow Renfrew Park at $115.00 per mow. There being no questions or comments from the audience, the motion carried.

Supervisor Ward reminded the audience the next meeting would be Tuesday, April 18, 2017 due to the Easter Holiday.

Act 537 – Saxonburg Authority

No report.

Audience Participation

Erma Mowry – Asked if Township was closed Good Friday and Easter Monday. Supervisor Roth stated yes as we used to have President’s Day as a holiday and they always had to go out and work due to snow so the road crew asked about switching it with Easter Monday.

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Audience Participation – Continued

Linda Dawson – Asked if there were forms for the benches. Supervisor Roth said eventually. The bench will have the Township logo and a place for a plaque in the center. He said 7 were order and they have already been sold.

Nancy Swisher – Asked about the plaques. Supervisor Roth said whoever ordered a bench with a plaque would have to let the Township know what they would like on the plaque. Nancy asked how long it would take to get the bike rack. Supervisor Roth said he wasn’t sure as it was just approved this evening. She also inquired about paving the trails. Supervisor Roth said we are just paving the first part of the park.

Erma Mowry – Inquired about putting a bench in front of the municipal building. The Board thought that was a great idea. Mrs. Mowry said she would like to buy a bench to honor Mr. Mowry, Sr.

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

The meeting adjourned at approximately 6:55 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township