Tuesday, October 9, 2018

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 5 Township residents.

**Minutes – 09/11/18**

Supervisor Ward made a motion and Supervisor Roth seconded the motion that there being no additions or corrections to the minutes of the meeting held Tuesday, September 11, 2018, they be approved as presented. The motion carried.

**Correspondence**

Towne Answering Service – Offering a no-obligation demo on their services which would reach residents quickly via text, email and/or phone. The cost would be $1.00 per individual per year with an initial set up cost of $350.00. The Board advised they wanted to think about this before any action is done.

Penn Dot – Official notice that Penn Township was not selected for Pennsylvania’s 2017 Green Light-Go Funding Program for Year 4. They stated our application was not selected because there was not a project scoping form submitted. Mrs. Zerfoss stated she talked to our Engineer and he advised the scoping form was included in the application and that he will reapply on the next round of funding.

Saxonburg Area Authority – Notice that they applied to the Department of Environmental Protection (DEP) for a renewed National Pollutant Discharge Elimination Systems (NPDES) permit for its wastewater treatment facility.

Mr. & Mrs. Joseph Andrasy – Letter apologizing for sending the deck from home to pool copy of the permit. They stated that they have sent the correct shed permit to Mr. Bonetti. They further stated the double-wide modular home is attached to a full basement foundation and they do not have a second shed.

Penn Dot – Notice that the estimated Liquid Fuels Act allocation for 2019 is $254,902.82 and the estimated Turnback allocation for 2019 will be $41,080.00.

Peoples – Notice that they will be installing Automated Meter Reading devices on gas meters in the neighborhood.

Hei-Way LLC – Advising the contract for Bituminous Stockpile Patching Material has been renewed/extended by Harrisburg for the period 09/01/18 – 08/31/19.

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**Correspondence - Continued**

Pennsylvania One-Call System, Inc. – Submitted their rate structure effective September 2018.

PA DEP – Letter advising the Lavery Plan Subdivision is exempt from the requirement to revise the Official Plan for new land development. The local SEO is authorized to issue permits in this proposed subdivision.

Joel MacKay-Butler County – Upcoming public meeting on October 25, in the Butler County Government Center to tell them what you think are the Smart Moves for transportation and development in our changing region. The Southwestern Pennsylvania Commission is updating its regional long-range transportation and development plan.

Audubon Society – Fall/Winter Newsletter for 2018 – 19.

**Seminars**

 BCATO 2018 Annual Fall Convention, 10/23; Slippery Rock

 PENNBOC Region 6 Training Event, Transition to the 2015 IBC,

 11/15/18, Adams Township

 PA Municipal Planning Zoning Administration, 10/16, 23, 30,

 Wilmington Township Building

 Transition to the 2015 IBC, 10/30, Ross Township

Supervisor Roth made the motion and Supervisor Mowry seconded the motion that all involved be authorized to attend. The motion carried.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on September 11, 2018. Township Fund: $376,820.74, Fire Tax Fund: $97,079.01, Municipal Pension: $324/08, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $204,914.57. Balances were read as follows: Township Fund: $549,490.43, Fire Tax Fund: $93,220.16, Township Capital Savings Fund: $300,820.70, Act 13 Impact Fund: $734,938.36, Municipal Pension Fund: $565,657.27, Police Pension Fund: $1,172,539.12, State Fund: $8,795.91. Supervisor Mowry made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

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**Zoning Department**

Mr. Bonetti presented his Zoning report for September. 2 Building Permits were issued totaling $907.00, 4 Zoning Permits were issued totaling $400.00, 4 Lien Letters were issued totaling $60.00. Total Zoning fees for September were $1,367.00.

Mr. Bonetti also reported the Butler County Planning Commission reviewed the Lavery, 1 Lot Residual & RW #18176. They recommended the private access easement width and length be established and shown on the plan for recording. They also reviewed the Bishop Site Plan #18177 and had no comments on this plan.

Mr. Bonetti reported the Penn Township Traffic Impact Committee met October 1. There are 7 people serving on the committee.

**Police Department**

Mrs. Zerfoss read the Police report for September 2018. She also presented the Animal Control report for September 2018. Mrs. Zerfoss reported the Animal Control Officer is having surgery October 13 and will be unavailable for 2 weeks.

Supervisor Ward stated Officer Alyssa Mathews has been an employee with the Penn Township Police Department for over 2 years. Supervisor Ward made the motion and Supervisor Roth seconded the motion that Officer Alyssa Mathews be promoted to full time at a salary of $18.06 an hour. The motion carried.

Supervisor Roth made the motion and Supervisor Mowry seconded the motion that the Township Manager advertise for a part-time officer at a salary of $15.48 an hour. The motion carried.

**Road Department**

Supervisor Roth reported he is having drainage issues at 166 Weckerly Road.

Supervisor Roth also stated that Rex tarred and chipped Anderson Road but there is lots of loose gravel. He stated Rex sent a broom over but it didn’t do a good job so they sent over a vacuum truck and it did a much better job.

Supervisor Roth reported he would like approval to purchase miscellaneous site materials for the Harcrest Park Storage building. He estimates he will need 835’ of erosion control sock and Stormwater pipe. He estimates the cost as less than $10,000.00. Supervisor

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**Road Department - Continued**

Mowry made the motion and Supervisor Ward seconded the motion that Supervisor Roth be authorized to purchase the miscellaneous site materials for the Harcrest Park Storage building not to exceed $10,000.00. The motion carried.

**Recycling Report**

Mrs. Zerfoss reported a total of 1,333 pounds of HHW and 5,031 pounds of E-waste were collected at the Penn Township recycling event.

**Parks and Recreation Department**

Supervisor Ward made the motion and Supervisor Roth seconded the motion that Cleary Building Corp. be awarded the contract for the Harcrest Park storage building at a bid amount of $123,828.00. The motion carried. Supervisor Roth thanked Supervisor Ward for all the hard work in getting this bid packet prepared.

Supervisor Roth made the motion and Supervisor Mowry seconded the motion that Vector Land Management, LLC be awarded the electrical contract at the Harcrest Park storage building in the amount of $24,900.00. The motion carried. Supervisor Ward stated one bid was rejected for failure to include a bid bond with their proposal.

Supervisor Mowry made the motion and Supervisor Ward seconded that Community Day for next year be set for August 17, 2018. The motion carried.

**Public Relations Department**

Mrs. Zerfoss reported on the recent Butler County Tax Collectors Committee meeting that was held September 25, 2018.

**Old Business**

None.

**New Business**

Mrs. Zerfoss submitted the Financial Summary reports for the Non-Uniform and Police Pension Plans as prepared by Mockenhaupt Benefits Group.

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**Act 537 – Saxonburg Authority**

Supervisor Roth reported that Ed Gulick is resigning at the end of the year. He served on the Saxonburg Authority Board for 15 years. He stated he asked the Authority to consider replacing Mr. Gulick with another person from Middlesex Township. He also advised they passed the budget for the year 2019.

**Audience Participation**

Marlene Lott – Stated she is representing Representative Metcalf and she introduced her granddaughter as a new resident of Penn Township. Supervisor Ward encouraged her to join Scouts USA.

Nancy Swisher – Asked how many police we now have. Mrs. Zerfoss said we now have 4 full time and 1 part-time.

Jeff Anderson – Asked if we now have 24-hour coverage. Mrs. Zerfoss said not at this time.

Marlene Lott – Inquired if the Harcrest Park trails were ready to walk. Supervisor Roth said there are approximately 3 miles of trails that can be used.

**Adjournment**

Supervisor Ward made a motion and Supervisor Roth seconded the motion to adjourn the meeting. The motion carried.

The meeting adjourned at approximately 6:30 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township