Tuesday, December 11, 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 4 Township residents.

**Minutes – 11/13/18**

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, November 13, 2018, they be approved as presented. The motion carried.

**Correspondence**

Penn Dot – Results of recent audit findings by the Department of the Auditor General concerning liquid fuels expenditures by municipalities for traffic signal maintenance services. If liquid fuels money is used for traffic signal maintenance, it needs to be advertised and procured competitively. Mrs. Zerfoss stated the Township does not use liquid fuels money for traffic signal maintenance.

Pennsylvania Treasury Department – Letter regarding Pennsylvania Sustainable Energy Finance (PennSEF) Program. This program was designed specifically to provide a process for public entities that comply with Pennsylvania’s Guaranteed Energy Savings Act (GESA). GESA offers a streamlined procurement model that makes it possible for local governments, authorities, and schools to enter into contracts with energy services companies for energy and water conservation measures guaranteed to generate savings.

Penn Dot – Moving Forward Newsletter dated Fall 2018.

South Butler Community Library – Budget overview: 2019 draft budget.

Butler County Emergency Services – Updates of the Off-Site Response Plan for our area.

The Conservator – Newsletter for Fall 2018.

Herbert, Rowland & Grubic, Inc. – Notice that Penn Township submitted a General Permit 11 to the Pennsylvania Department of Environmental Protection for the Mushrush Road Bridge Replacement project.

Butler County Association of Township Officials – Copy of Township Director Page to verify the information is correct or make necessary changes. Notice that annual dues will remain at $35.00.

Tuesday, December 11, 2018

**Correspondence – Continued**

TreeVitalize-Pennsylvania’s Urban Forestry Program – Winter 2018 Newsletter.

County of Butler Election Bureau – May 21, 2019, municipal election ballot certification.

Peoples Natural Gas – Request that they are provided our 2019 schedule for road paving to them by March 31, 2019.

West Penn Power – They updated their default service program for certain customers effective June 1, 2019. Under the updated default service program, all commercial customers with electric demand between 100 and 400 kilowatts for the past twelve months that are not already shopping with a competitive electric generation supplies will be billed based on their hourly electric usage at prices that reflect the hourly wholesale price for power. If you do not contract with a generation supplier, they will purchase generation for you and will charge you according to rates approved by the PUC.

**Seminars**

 Building Code Official Update, 01/09; Moon Township, $125

 Penn Dot Connects; Planning Starts With You, 02/09, Kittanning

Supervisor Roth made the motion and Supervisor Mowry seconded 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 November 13, 2018. Township Fund: $217,836.51, Fire Tax Fund: $19,986.38, Municipal Pension: $324.08, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $80,704.21. Balances were read as follows: Township Fund: $415,799.03, Fire Tax Fund: $70,945.15, Township Capital Savings Fund: $301,968.80, Act 13 Impact Fund: $741,873.51, Municipal Pension Fund: $585,231.87, Police Pension Fund: $1,216,741.99, State Fund: $8,824.59. Supervisor Mowry made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti reported that the Butler County Planning Commission reviewed the Diehl Automotive Lot Line Revision #18243 and had no comments on the plan.

Tuesday, December 11, 2018

**Zoning Department - Continued**

He also presented his Zoning Report for November 2018. 2 Building Permits were issued totaling $707.00; 2 Zoning Permits were issued totaling $300.00; 1 Traffic Impact Fee was filed totaling $1,426.08; 1 Highway Occupancy Permit was issued totaling $100.00; 10 Lien Letters were issued totaling $150.00; and 1 Land Development Application was filed totaling $200.00. Total zoning fees for November 2018 were $2,883.08.

Mr. Bonetti also reported on the airport project. He stated the airport is looking to purchase property in the flight plans. The airport thought they would only expand 500 feet but they are now looking to expand 750 feet under option H. Supervisor Roth asked if the County purchases homes do we lose tax revenue. Mr. Bonetti said if they tear the houses down, but wasn’t sure if they maintain the houses and rent it out.

igh

**Police Department**

Mrs. Zerfoss read the Police report for November 2018.

**Road Department**

Supervisor Roth reported we sold the 1999 Ford F350 Pickup on Municibid to a buyer from New Hampshire for $4,200.00.

Supervisor Roth stated he needs new tires for the pickup. He feels they will cost approximately $1,500.00. Supervisor Mowry made a motion and Supervisor Ward seconded the motion that Supervisor Roth be authorized to purchase tires for the pickup for approximately $1,500.00. The motion carried.

Supervisor Roth reported in June we approved an expenditure of $3,000.00 for Old Truck #6, 1996 International to have the rear axle repaired. The transmission was rebuilt and the garage worked on the rear end. The rear axle broke almost immediately. We received 2 invoices totaling approximately $14,000.00 and the Board needs to approve the additional expenditures. Supervisor Ward made a motion and Supervisor Roth seconded to approve the additional expenditures for Truck #6, 1996 International. The motion carried.

Supervisor Roth made a motion and Supervisor Mowry seconded to purchase 260 feet of 15-inch perforated pipe and 60 ton stone for Anderson Road. Supervisor Roth said this is from Chuck Doughty’s house to bottom of the hill. He reported John Rufer from Penn Energy will install the pipe if we purchase the material.

Tuesday, December 11, 2018

**Road Department – Continued**

Supervisor Roth discussed the storm that hit the Township on November 15 and 16. They went out at 4:00 a.m. to treat roads and then started getting calls of trees down. He wanted to thank Nick, Denny, and Clint as they were out for 35 hours taking care of the roads and trees. Reported that afterward, he received calls from residents who asked if the road crew was going to chip of their limbs and trees that were down on their property. He stated that was never talked about and one resident said he heard it was mentioned at a County meeting. Supervisor Roth said he told them if we would do something like that in the future, we would notify them right away. He also reported there were a lot of electric wires down keeping them from working on some roads such as Mushrush, but after a day or so, they decided to work on them anyway because the power was out everywhere. He stated they are still working on removing stumps. He talked to Dave Andrews of the Connoquenessing Watershed Alliance to inquire if they could use the root balls for their project in Thorn Creek. He stated Dave will take the root balls. Supervisor Ward said the department did a great job and a lot of residents stopped and helped.

**Recycling Report**

No report.

**Parks and Recreation Department**

Supervisor Roth reported that Bob Pilat’s term is up at and the end of this year and he doesn’t want to be re-appointed. He thanked Bob Pilat for his service. He stated the committee talked about disbanding the park committee, but they decided to keep it going and only meet 4 times a year.

Supervisor Roth reported they are working on site preparation for the Harcrest Park storage building.

**Public Relations Department**

No report.

**Old Business**

Mrs. Zerfoss reported that the Township submitted the Mushrush Road Bridge Replacement Project, Water Obstructions and Encroachment General Permit Registration to DEP.

Tuesday, December 11, 2018

**New Business**

Ordinance #171 – Tax Credit for Volunteer Fire Company - Mrs. Zerfoss asked for authorization to advertise Ordinance #171, Tax Credit for the Volunteer members of the Fire Department. Supervisor Mowry made a motion and Supervisor Ward seconded for Mrs. Zerfoss to advertise Ordinance #171, Tax Credit for the Volunteer Fire Department. The motion carried.

Resolution #497 – 2019 Budget – Mrs. Zerfoss read Resolution #497 – 2019 Budget. Supervisor Ward made a motion and seconded by Supervisor Roth to approve Resolution #497 – 2019 Budget. The motion carried.

Resolution #498 – 2019 Tax Levy – Mrs. Zerfoss read Resolution #498 – 2019 Tax Levy. Supervisor Roth made a motion and Supervisor Mowry seconded to approved Resolution #498 – 2019 Tax Levy. The motion carried.

Mrs. Zerfoss requested authorization to advertise for the Penn Township Board of Supervisors reorganization and regular meeting for January 7, 2019. Supervisor Mowry made a motion and Supervisor Ward seconded to authorize Mrs. Zerfoss to advertise the Penn Township Board of Supervisors reorganization and regular meeting for January 7, 2019. The motion carried.

Mrs. Zerfoss requested authorization to advertise for the Penn Township Board of Auditors to hold their annual reorganization on January 8, 2019. Supervisor Ward made a motion and Supervisor Roth seconded that Mrs. Zerfoss be authorized to advertise for the Penn Township Board of Auditors to hold their annual reorganization on January 8, 2019. The motion carried.

Mrs. Zerfoss presented the 4-year Penn Township Police Contract for approval. Supervisor Roth made a motion and Supervisor Mowry seconded to approve the 4-year Penn Township Police Contract with an amendment that the sick day buy-back be changed from $20.00 a day to $25.00 a day. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported that the Authority is purchasing the Ed Gulick garage on Dinnerbell road. He also reported they changed their meeting from the 2nd Monday to the 3rd Wednesday of each month. He said there were 116 new tap-ins this year and they have projected 125 for next year.

Tuesday, December 11, 2018

**Audience Participation**

Will Burns – He knows what the road department went through in November. Supervisor Roth said there were so many electric wires down. He stated Mushrush Road was closed all day Friday. He stated they did the best they could to keep the roads open. Mr. Burns also expressed his thanks to whoever decorated the Municipal Building. Supervisor Ward stated it was Linda and Mike Corle our SEO.

Supervisor Ward welcomed Amy Gonzalez who was present representing Penn Energy Resources. Penn Energy Resources purchased the leases from Rex Energy’s bankruptcy filing.

Nancy Swisher – Asked if the Township would be reimbursed for material for Anderson Road. Supervisor Roth stated no as we’ve always had a problem there and after the repairs, it will be a win-win for everyone. She asked the Board’s opinion on the house the airport is buying. Supervisor Roth said he heard the airport was going to rent it out.

**Adjournment**

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

The meeting adjourned at approximately 6:40 p.m.

Approved: Respectfully Submitted:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township