Tuesday, June 11, 2019

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 – 05/14/19 – 05/22/19**

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, May 14, 2019, and the special meeting held Wednesday, May 22, 2019 they be approved as presented. The motion carried.

**Correspondence**

**Penn Township Women’s Club** – Donated $100.00 to the Police Department.

**Lope Casker** – Letter to Pennsylvania American Water Company notifying them that Penn Township has no interest in entering into a Memorandum of Understanding, Letter of Intent, Letter of Interest or take any other action that would signal Penn Township’s interest in obtaining water service from them. Supervisor Ward reported PA American Water wanted to bring water into the Township but required a mandatory tap-in and the Municipal Water Authority of Adams Township did not require a mandatory tap-in.

**Lope Casker** – Letter to Municipal Water Authority of Adams Township advising them of Penn Township’s interest in discussing obtaining public water service from them.

**PSATS** – Copy of the “Fulfilled Resolutions Report” as well as the new resolutions that were adopted at the 2019 conference.

**PSATS – News Bulletin dated April-May 2019.**

**County of Butler Election Bureau** – Advising of the 2020 Primary and General dates of elections.

**Bartlett Tree Experts** – Newsletter.

**Ashley Warheit** – Notice that due to her work schedule she must resign her position as a board member of the South Butler Public Library.

**Townships Today** – Second quarter 2019 newsletter.

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**Correspondence – Continued**

**PennDot** – They have been working on their dotGrants website used for the submission of Liquid Fuels Tax Fund forms and reports by counties and municipalities. Mrs. Zerfoss announced they are having a meeting on July 10, 2019 here at the Municipal Building for all municipalities to familiarize themselves with the new website.

**Armstrong Business Solutions** – Notice that the television service will be increased beginning with the July invoice.

**PSATS** – Announcing the annual Youth Awards Contest. Entries must be submitted to the County Association by July 1, 2019 and to PSATS by July 15, 2019.

**Wendy Leslie, CDBG Coordinator** – She received the 2019 CDBG allocation from DCED. The memo stated it was a 2% decrease, but she calculated a 1.5% increase. Project funding $82,921, Admin funds: $18,128, Total $101,049.

**Lope Casker** – Letter regarding the easements for the Mushrush Road Bridge project. We need to acquire land from four property owners, namely, Audrey L and Donald G. Bohm; John E. Walker, Jr., and Elaine M. Aggazio; AC Rentals, Inc., and Russell and Mary Jane Kronenberg. Solicitor Lope suggested we meet with the residents to see if they will donate in lieu of obtaining an appraisal easement.

**Seminars**

None.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on May 14, 2019. Township Fund: $182,316.36, Fire Tax Fund: $3,424.14, Act 13 Impact Fund: $240.64, Municipal Pension: $324.08, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $254,083.20. Balances were read as follows: Township Fund: $443,601.03, Fire Tax Fund: $144,455.90, Capital Savings Fund: $305,777.58, Act 13 Impact Fund: $694,999.51, Municipal Pension Fund: $596,321.21, Police Pension Fund: $1,189,856.33, State Fund: $313,499.75. Supervisor Roth made the motion and Supervisor Mowry seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

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**Zoning Department**

Mr. Bonetti read his Zoning Report for May 2019. 9 Building Permits were issued totaling $10,625.00, 9 Zoning Permits were issued totaling $1,000.00, 1 Traffic Impact Fee was filed totaling $1,506.34, 1 Sign Permit was issued totaling $80.00, 2 Highway Occupancy Permits were issued totaling $55.00, 9 Septic Permits were issued totaling $4,050.00, 7 Lien Letters were issued totaling $105.00, 1 Land Development Application was filed totaling $1,000.00. Total Zoning Fees for May were $18,366.34

Mr. Bonetti presented a waiver to approve James Kriley, 797 Pittsburgh Road from the general landscaping requirements. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the waiver to approve James Kriley, 797 Pittsburgh Road from the general landscaping requirements be approved. The motion carried.

Mr. Bonetti presented the site plan for James Kriley, 797 Pittsburgh Road for approval. The Engineer had 5 requirements and they would need to meet the requirements of PennDot, DEP and the Conservation District. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the site plan for James Kriley, 797 Pittsburgh Road be approved pending all the requirements from the Engineer, PennDot, DEP, and the Conservation District are met. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for May 2019.

**Road Department**

Supervisor Roth reported they have been busy cleaning up since the 28th. 4 – 5 inches of rain were received. Lots of debris in the ditches. They are having problems with gravel driveways washing out and clogging the drains.

Supervisor Roth stated hasn’t heard from the paving and sealing companies as to when they want to begin.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township is hosting a recycling event on Saturday, September 21 at the Municipal Building. People are to call or go on-line and make a reservation. This is being done under a grant so that prices for residents will be discounted.

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**Parks and Recreation Department**

Supervisor Roth reported a letter of support was submitted to PA Department of Community and Economic Development for the Audubon Society who is applying for a grant on behalf of Penn Township, the Airport and the Audubon Society for a walking trail connecting the Audubon Society and Airport to the Harcrest Park.

Supervisor Roth reported Renfrew Park flooded again. He received a proposal to upgrade the park and to replace some items. The total is $216,807.30.

He also reported that Succop Park is now open to the public.

At this point in the meeting, Supervisor Roth left the meeting due to down trees.

**Public Relations Department**

Mrs. Zerfoss reminded the residents that the annual Community Day will be Saturday, August 17, 2019, from noon until 4:00 p.m. at the Harcrest Park.

**Old Business**

Supervisor Ward reported there is a change order for additional concrete paving at the Harcrest Park storage building in the amount of $3,700.00. Supervisor Ward made the motion and Supervisor Mowry seconded to approve the change order for additional concrete in the amount of $3,700.00. The motion carried.

**New Business**

Mrs. Zerfoss announced she received two quotes to install a back-up generator for the Township Building. The Board asked Mrs. Zerfoss to schedule a meeting with Woodhyrst, Inc. and Supervisor Mowry to go over their proposal.

Mrs. Zerfoss reported the audit has just been completed by the Auditor General’s Office for the Police Pension Plan and the Non-Uniform Pension Plan. Everything was good and there were no findings.

She also reported Shred-In will be here to destroy the South Butler County Earned Income Tax records in the next couple weeks.

Supervisor Ward stated that HRG sent sample general conditions for Mushrush Road Bridge bid documents.

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**Act 537 – Saxonburg Authority**

Supervisor Ward reported that Supervisor Roth stated at the last meeting they discussed substantial liens that weren’t paid for past due sewage bills.

**Audience Participation**

**Nancy Swisher** – Asked when Community Day is and does the Airport need water for their project. Supervisor Ward stated that’s why we are meeting with the Airport and the Commissioners as there may be other development.

**Danielle Schmidt – Redevelopment Authority** – Stated she is reaching out to residents to upgrade their homes. She has flyers she will leave about the program. To qualify, applicants must be owner- occupied, income-based eligibility, and meet additional grant guidelines. She also asked if this could be put on our website.

**Matt Arena – HRG** – Planning on having someone here this week to mark spots for drilling on Mushrush Road.

**Adjournment**

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

The meeting adjourned at approximately 6:35 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township