Tuesday, August 13, 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 3 Township residents.

**Minutes – 07/09/19**

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, July 9, 2019, they be approved as presented. The motion carried.

**Correspondence**

Butler County Elections Bureau – Letter advising any vacancies caused by resignation or death must be submitted to them before September 1.

PSATS Legal Defense Partnership – Newsletter dated Summer 2019.

South Butler County Library – Notice that they had a ransomware attack on their servers. They stated they do not store sensitive personal information. All libraries in Butler County were affected.

PennDot – Letter stating they conducted a monitoring review of the Township’s Liquid Fuels Account for the period January 1, 2018, through December 31, 2018. Their analysis disclosed that the Township’s reported December 31, 2018 Liquid Fuels balance of $8,840.19 and Equipment Fund balance of $8,840.19 are both correct. The Township is maintaining a well-managed investment program for their Liquid Fuels. The Township earned $1,821.22 of interest.

Regis and Patty Judy – Thanks to the Board for listening to their concerns at the last meeting and for giving Supervisor Roth and HRG Consultant, Brian Krell the time and authority to assess our stormwater management. They are consulting with their neighbors regarding their options and getting estimates for the drainage work.

State Representative Daryl Metcalfe – Confirming the use of the Municipal Building on Wednesday, November 6, from 5:15 p.m. to 8:30 p.m. for his “Dessert with Daryl” meeting.

Pennsylvania Liquor Control Board Notice that James W. Ellis has applied for a new license or a transfer of license for premises not currently licensed in Penn Township.

Tuesday, August 13, 2019

**Correspondence – Continued**

Butler County Emergency Services – Update of where they are with the new Public Safety Radio system. They have had unexpected delays which put them off schedule by more than 9 months. Motorola’s preferred installer has been working on programming and therefore has not been able to start installations. They anticipate agencies going live with portables only and they will make those decisions along with municipalities to ensure adequate radio coverage. There will be multiple training sessions on the new radios.

Sheryl Kelly – Governor Wolf announced the U.S. Small Business approved his request to declare a disaster in Allegheny County after intense storms produced damaging flash flooding between July 21 and 22, 2019. Homeowners, renters, and business impacted by the flooding in Allegheny County, as well as neighboring counties Armstrong, Beaver, Butler, Washington, and Westmoreland may be eligible for low-interest disaster loans through the SBA Disaster Loan Programs for up to $200,000.

PSATS News Bulletin – August 2019

UGI Energy Services – they recently acquired the assets of TransCanada’s Columbia Midstream Group. They are the supply, marketing and midstream subsidiary of UGI Corporation. The assets that were acquired include the BIG PINE system, which is a 57-mile gas gathering system. The BIG PINE system is in Armstrong, Butler and Indiana Counties.

**Seminars**

Roadway Management Conference, October 21-23, 2019, Ellicott

City, Maryland

Flagger Training, 09/12, Allegheny County

Penn BOC Region 6 Training, 08/22, Butler Township

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 July 9, 2019. Township Fund: $89,777.29, Fire Tax Fund: $3,375.12, Act 13 Impact Fund: $4,109.57, Municipal Pension: $324.08, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $118,151.87. Balances were read as follows: Township Fund: $433,181.38, Fire Tax Fund: $143,912.91, Act 13 Impact Fund:

Tuesday, August 13, 2019

**Treasurer’s Report – Continued**

$307,010.38, Municipal Pension Fund: $609,852.38, Police Pension Fund: $1,222,078.67, State Fund: $314,659.08. 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 the Planning Commission did not meet last month. He received plans for the airport that the Planning Commission will review at their next meeting.

Supervisor Roth stated he was in the office when a person came to get a permit to sell corn. He feels $100.00 for a permit is excessive. Mr. Bonetti said we will look at the fee for next year.

Mr. Bonetti read his Zoning Report for July 2019. 3 Building Permits were issued totaling $5,203.50; 5 Zoning Permits were issued totaling $500.00; 2 Traffic Impact Fees were filed totaling $3,012.68; 2 Highway Occupancy Permits were filed totaling $100.00; 2 Septic Permits were issued totaling $700.00; 11 Lien Letters were issued totaling $165.00. Total zoning fees for July were $9,681.18

**Police Department**

Mrs. Zerfoss read the Police report for July 2019.

She also presented the Animal Control Report for July 2019.

**Road Department**

Supervisor Roth reported the paving has been completed. He stated the sealing project hasn’t started yet. He expects them to start soon and the stone has been delivered and is stockpiled at Winters and Fleming.

**Recycling Report**

None.

**Parks and Recreation Department**

Supervisor Roth reported the Township put new fall material at Renfrew Park last year and every time it floods the material must be removed and new material put down. He also reported a tree fell last February and destroyed the slide. He said the playground is over 40 years old. There is a new fall mat available that can be hosed off when the park gets flooded. He would like to get approval to get the Renfrew Park upgraded. Supervisor Ward made the motion and Supervisor Roth seconded the motion that work begin on upgrading Renfrew Park. Mrs.

Tuesday, August 13, 2019

**Parks and Recreation Department – Continued**

Binnie requested how much this would cost. Supervisor Roth stated this is just in the planning stages. He also advised no Taxpayer money would pay for this as Mrs. Zerfoss has put aside all Act 13 monies for the parks. The motion carried. Linda Dawson asked if there was a budget for the park. Supervisor Roth said we need to pick out the equipment and there is a lot of work to plan this out. Mrs. Binnie again asked for a budget amount. She asked if this would be available next month. Supervisor Ward stated he can’t say that we will have that information yet.

Supervisor Roth made the motion and Supervisor Mowry seconded the motion to have the barn at Harcrest Park torn down at a cost of $1.00. The motion carried.

**Public Relations Department**

Supervisor Ward reported that Penn Township Community Day will be Saturday, August 17, 2019, between noon and 4:00 p.m. at Harcrest Park.

He also stated Penn Township is hosting a Recycling Day on Saturday, September 21 at the Municipal Building. Residents must pre-register by calling ECS&R or going to their website.

**Old Business**

None.

**New Business**

Mrs. Zerfoss requested approval to approve the agreement with Butler County to implement the CDBG program for the 2019 CDBG Program in the amount of $101,049 ($82,921 activity, $18, 128 administration). Supervisor Mowry made the motion and Supervisor Ward seconded to approve the agreement with Butler County to implement the CDBG program for 2019 CDBG Program. The motion carried.

Resolution #503 – 2019 CDBG Program – Mrs. Zerfoss read Resolution #503 – 2019 CDBG Program. Supervisor Ward made the motion and Supervisor Roth seconded to approve Resolution #503, 2019 CDBG Program. The motion carried.

Resolution #504 – 2019 Fair Housing Program – Mrs. Zerfoss read Resolution #504 – 2019 Fair Housing Program. Supervisor Roth made the motion and Supervisor Mowry seconded to approve Resolution #504, 2019 Fair Housing Program. The motion carried.

Tuesday, August 13, 2019

**New Business - Continued**

Resolution #505 – 2019 Three Year Community Program – Mrs. Zerfoss read Resolution #505 – 2019 Three Year Community Program. Supervisor Mowry made the motion and Supervisor Ward seconded to approve Resolution #505, 2019 Three Year Community Program. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they had a quick meeting as it was on the same night as the pet parade. They discussed the update on pipe replacement.

**Audience Participation**

Bobbie Binnie – 321 Mushrush Road – Was here about water run-off at her property. Supervisor Roth reported the pipe was put in by the State many years ago. Mrs. Binnie said her yard is flooding more and more each year and she has a one-foot trench in her yard. She stated the Township needs to find out why the State put that pipe there. Supervisor Roth said the State does not give explanations on what they do and since this was so long ago, there may not be any records on this. Supervisor Roth reported the Township took over this road from the State in 1983. The Township replaced the pipe because there was a separation in the mid-‘90s and there have been no comments since then until today. Mrs. Binnie wants the pipe extended to the in-lets further down the road. Supervisor Ward said the Township cannot do work on personal property. Supervisor Roth will call Municipal Services and see if there are any records on her section of road. Supervisor Ward again told Mrs. Binnie this is her property and the Township cannot do any work on her property. This discussion lasted approximately 20 minutes.

Linda Dawson – 113 Dinnerbell Road – Inquired if there was an Ordinance that you must cut your grass 3 times a year. Mr. Bonetti said the Township doesn’t have a property maintenance ordinance. Mrs. Dawson said there are tree limbs hanging over the road. Supervisor Roth suggested she call PennDot to see if they will take care of the limbs.

Barry Hixon – 6190 Brown Road – Is here in appreciation for local government. He asked if he could take some photos before the barn is taken down. Supervisor Roth said that would be no problem.

At 7:10 p.m. Supervisor Ward seeing no further audience participation stated the Board was going to enter an Executive Session for Personnel reasons. No new business will take place and afterward, the Board will come back out to adjourn.

Tuesday, August 13, 2019

**Adjournment**

The Board returned from the Executive Session and Supervisor Ward made a motion and Supervisor Roth seconded the motion to adjourn the meeting. The motion carried.

The meeting adjourned at approximately 7:25 p.m.

Approved: Respectfully Submitted:

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

Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township