Tuesday, July 9, 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 – 06/11/19**

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, June 11, 2019, they be approved as presented. The motion carried.

**Correspondence**

Cranberry Township – Invitation to attend their Butler/Beaver Utility Coordination meeting at 11:30 a.m. on July 17, 2019, at Cranberry Township Public Works Building.

Penn Township Veterans Association – Thank you for the continued support for their Memorial Day Ceremony.

Butler County Conservation District – Newsletter dated Spring 2019.

Community Care Connections, Inc. – Request permission to stake a banner in the grassy area of the Renfrew Park from September 2 through October 5 to promote their annual Chef Tasting Party and Auction that is being held at the Mansion on October 6, 2019. Mrs. Zerfoss stated this is an annual event and have placed a banner previously. The Board briefly discussed and said they have no problem with this. Mrs. Zerfoss said she would contact them.

PSATS – News Bulletin dated June-July 2019.

PennDOT – Moving Forward newsletter for Summer 2019.

Butler County Conservation District – Copy of letter to Seth and Nicole Gaugh acknowledging receipt to use and register their use of General Permits under the Dam Safety and Encroachments Act.

PA DEP – Notice about the use of hazardous materials on dirt and gravel roads statewide. They no longer give permission to use wastewater brine or other environmentally unfriendly materials to control dust. Supervisor Ward stated this does not apply to Penn Township.

Tuesday, July 9, 2019

**Seminars**

Development Your Township Budget, 08/28, Clarion County

Basic Training for Municipal Secretaries and Administrators,

09/10, Cambria County

Southwest Regional Police Crisis Intervention Team (CIT), June 24

– 28. Mrs. Zerfoss explained that Officer Setnar expressed

interest in attending but notified us after the last meeting.

She explained that he is the last officer to receive this

training and we will be reimbursed $500.00.

Speed Limit/Speed Management, October 2, Penn Township Municipal

Building

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 June 11, 2019. Township Fund: $124,576.81, Fire Tax Fund: $2,187.48, Act 13 Impact Fund: $15,760.46m Municipal Pension: $3.99, Police Pension Fund: $3.99. Deposits into the various Township Funds totaled $354,242.03. Balances were read as follows: Township Fund: $404,316.79, Fire Tax Fund: $144,606.33, Act 13 Impact Fund: $897,626.35, Municipal Pension Fund: $610,500.54, Police Pension Fund: $1222,558.85, State Fund: $314,074.26. Supervisor Mowry made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

Mrs. Zerfoss also reported we received the Act 13 allotment for 2018 totaling $215,875.37.

**Zoning Department**

Mr. Bonetti read his Zoning report for June. 7 Building Permits were issued totaling $1,925.00; 6 Zoning Permits were issued totaling $700.00; 2 Highway Occupancy Permits were issued totaling $55.00; 1 Septic Permit was issued totaling $250.00; 5 Lien Letters were issued totaling $75.00. Total Zoning fees for June were $2,950.00.

Mr. Bonetti also reported the Butler County Planning Commission reviewed the Kriley, Site Plan #19102 and had no comments on the plan.

Tuesday, July 9, 2019

**Police Department**

Mrs. Zerfoss read the Police report for June 2019. She also submitted the Semi-Annual report for 2019.

Mrs. Zerfoss submitted the Animal Control Officers report for May and June 2019.

Supervisor Ward stated that one of the Penn Township police officers attends the Nixon United Methodist Church on a regular basis and another officer had 3 vehicles pulled over at the same time. He stated they are doing a great job.

**Road Department**

Matthew Arena from HRG was in attendance. Supervisor Ward asked the status of geotechnical issues for Mushrush Road. Mr. Arena responded and said they have been coordinating with their geotechnical engineer. Mr. Arena also inquired about closing Mushrush Road for a couple of days or providing traffic control. After some discussion decided it was best to close Mushrush Road and the Road Department will put up signs when it’s to be closed. The road will only be closed when they are working there.

Supervisor Roth stated they are still dealing with multiple stormwater issues from the heavy rains.

Supervisor Roth reported that Dennis Bogan is retiring at the end of September. Supervisor Roth made a motion and Supervisor Mowry seconded the motion to advertise for a Road Department laborer. The motion carried.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township will host a recycling event on Saturday, September 21 at the Municipal Building. Pre-registration is required.

**Parks and Recreation Department**

Supervisor Roth said he talked to Jim Feath from HRG and Lance Welliver from Butler County Parks and Recreation regarding the Renfrew Park upgrade. He feels there are some things the Road Department can do to save some money.

Tuesday, July 9, 2019

**Public Relations Department**

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

**Old Business**

Mrs. Zerfoss reported that the old Earned Income Tax Records were destroyed on June 26, 2019, by Shred-It. The records were destroyed on site. She thanked Clinton Bonetti, the Penn Township Road Department and Saxonburg employees for helping to carry all the records up from the basement.

**New Business**

Mrs. Zerfoss stated the cooperation agreement with the Redevelopment Authority will need to be signed. Supervisor Ward made a motion and Supervisor Roth seconded the motion to sign the cooperation agreement with the Redevelopment Authority. The motion carried.

Supervisor Roth made a motion and Supervisor Mowry seconded the motion to donate $300.00 to the Allegheny Aquatic Alliance for their continued work on Connoquenessing Creek. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported the Authority purchased the Gulick garage in Saxonburg for storage. He also reported they will be sending letters to people who have liens to offer a discount if they pay.

**Audience Participation**

Regis Judy – 105 Anderson Road – Regis Judy stated he is having stormwater runoff issues on his property and it’s getting worse each year. Gravel is filling up the driveway pipe and water coming from up above and is flooding his property and his neighbor’s property.

Perry Travis – 101 Anderson Road – Perry Travis agreed with Mr. Judy. It was discussed putting in a pipe. Mr. Judy stated that he would help them, but what happens down the road if it damages the trees. The Board decided to have the Township Engineer go to the properties and assess the situation. Supervisor Ward asked Mr. Arena who in his office is familiar with stormwater management. Mr. Arena said he will have someone call Supervisor Roth with the information.

Tuesday, July 9, 2019

**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:

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

Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township