Tuesday, September 10, 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, Solicitor, Philip Lope, Officer Jack Ripper, and 4 visitors.

**Minutes – 08/13/19**

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, August 13, 2019, they be approved as presented. The motion carried.

**Correspondence**

Bartlett Tree Experts – Newsletter.

PSATS Townships Today – Third Quarter 2019 Newsletter

**Seminars**

BCATO 37th Annual Safety Seminar – 10/09; Michael Kosar

American Legion

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 August 13, 2019. Township Fund: $77,447.32, Fire Tax Fund: $2,092.19, Act 13 Fund: $24,070.36, Municipal Pension: $324.08, Police Pension Fund: $240.09, State Fund: $216,136.64. Deposits into the various Township Funds totaled $140,004.37. Balances were read as follows: Township Fund: $510,720.13, Fire Tax Fund: $142,992.45, Act 13 Impact Fund: $874,351.45, Capital Savings Fund: $307,607.32, Municipal Pension Fund: $609,528.30, Police Pension Fund: $1,221,838.58, State Fund: $98,937.07. 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 presented the Zoning Report for August 2019. 2 Building Permits were issued totaling $7,467.00, 3 Zoning Permits were issued totaling $400.00, 1 Traffic Impact Fee was filed totaling $1,506.34, 1 Sign Permit was filed totaling $14.00, 1 Highway Occupancy Permit was

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**Zoning Department - Continued**

filed totaling $50.00, 7 Lien Letters were issued totaling $105.00, 1 Land Development Application was filed totaling $1,000.00. Total zoning fees for August 2019 were $10,542.34.

He also stated Butler County Planning Commission reviewed the Butler County Airport Authority Site PLAN #19160 and had to comments on their plan.

Mr. Bonetti reported that he received a letter regarding a bond for Oak Trace. He stated there has been no request to the Township to adopt the road and that Oak Trace would need to have 90% completion before they could request that the Township adopt the road. He said the bond has been in effect for 19 years and there are some issues with stormwater and other items. He advised he will not release the bond until everything has been completed and he will advise the bonding company.

Jake Wieland and Ike Kelly were present to discuss the Butler County Airport T-Hangar Pavement Rehabilitation project. Mr. Wieland presented a site plan for the airport. Mr. Kelly said the T-Hangar Pavement Rehabilitation project will be done next year as it’s too late to put it out for bid this year as they would be running into bad weather. Mr. Bonetti said that he talked to HRG and there are some outstanding items and he feels if the Board approves the site plan, they need to make it contingent on getting final approval from HRG. Mr. Kelly said an RFQ (Request For Quote) for the T-Hangar Pavement Rehabilitation project was submitted in the Butler Eagle with a deadline of September 17.

Supervisor Ward made a motion and Supervisor Roth seconded the motion to approve the site plan for the Butler County Airport Authority contingent on meeting the requirements of HRG. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for August 2019.

Mrs. Zerfoss also asked for approval to purchase additional equipment for the new radio system totaling $876.00. Supervisor Roth made a motion and Supervisor Mowry seconded the motion that the additional equipment for the new radio system totaling $876.00 be approved. The motion carried.

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**Road Department**

Supervisor Roth reported that the sealing and paving has been completed and it looks good. He said in some areas there were lots of stone put down and the sealing company will have a vacuum truck sweeping the excess stone. He requested approval for Williams and Willman Line Painting to do the line paintings with a cost not to exceed $10,000.00. Supervisor Mowry made a motion and Supervisor Ward seconded the motion for Williams and Willman Line Painting to do the line paintings with a cost not to exceed $10,000.00. The motion carried.

Supervisor Roth stated he came upon an accident last week that was horrific. He stated Officers Cranmer and Setnar responded and handled the situation well.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township is hosting a recycling event on Saturday, September 21, 2019, at the Municipal Building.

**Parks and Recreation Department**

Supervisor Roth stated he had the Audubon Society look at the Harcrest Park to make suggestions to make it bird-friendly.

Supervisor Roth reported that HRG submitted a proposal to upgrade Renfrew Park for $217,000.00. That cost is if a company came in and did everything. He said there is a lot of the work that could be done by the Township. He received quotes from Jeffrey Associates. Supervisor Ward stated that Jeffrey Associates is with the COG so the project would not need to be put out for bid. Supervisor Ward said he feels the Road Department can install the concrete pad and stone base. The quotes are as follows:

Furnish only rubber products from Advanced Polymer Technology

--------------------------------totaling--$16,580.00

Install (1) Playworld #350-1729 Play Unit ---$18,573.00

Install Rubber Surface-----------------------$ 6,438.00

Install Concrete Pad-------------------------$23,961.00

Furnish (1) Playworld #350-1729 w/freight----$42,710.00

Furnish 3 Sets Pickleball Supplies-----------$ 2,201.00

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**Parks and Recreation Department - Continued**

Supervisor Ward made a motion and Supervisor Roth seconded the motion to approve the following from Jeffrey Associates:

Install (1) Playworld #350-1729 Play Unit----$18,573.00

Install Rubber Surface-----------------------$ 6,438.00

Install Concrete Pad-------------------------$23,961.00

Furnish (1) Playworld #350-1729 w/freight----$42,710.00

Furnish (3) Sets Pickleball Supplies---------$ 2,201.00

The motion carried.

**Public Relations Department**

No report.

**Old Business**

None.

**New Business**

Personnel Policy – Mrs. Zerfoss reported at the last meeting the Board had an Executive Session. The personnel policy needs to be amended addressing unused sick days when someone retires and to allow new employees to have 4 personal days. Supervisor Roth made the motion and Supervisor Mowry seconded the motion that the personnel policy be amended to state that when an employee retires, they will be paid $25.00 for each unused sick day and that new employees will be given 4 personal days. The motion carried.

Supervisor Mowry made the motion and Supervisor Ward seconded the motion to make October 31 from 6:00 p.m. – 7:30 p.m. the permanent, official Trick or Treat night for Penn Township. The motion carried.

Mrs. Zerfoss reported that Nick Krelow and Alyssa Mathews are due to come off probation. Supervisor Ward made a motion and Supervisor Roth seconded the motion to have Nick Krelow and Alyssa Mathews be taken off probation. Supervisor Roth stated that Nick Krelow’s probation according to the personnel policy was to have ended in 60 days. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they completed the Tower Road project. He said the line needs to be moved on Water Street as well as the lines at Zacheryl’s Restaurant.

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**Audience Participation**

Nancy Swisher – Asked if the Police determined who was at fault at the accident on Rt. 8 and Airport Road. She was told not yet.

Carolyn Nagle – Stated she was here a year ago and asked for mandatory garbage pickup. She further stated she calls the Police when her neighbors are burning and the Police don’t show for at least an hour and by then the garbage is burnt. She also complained about barking dogs. Solicitor Lope said only certain things can be burnt according to the Ordinance. Solicitor Lope also stated a barking dog ordinance is very subjective. Supervisor Mowry said he’s talked to other municipalities and they said it’s hard to enforce a barking dog ordinance. Mrs. Zerfoss told Ms. Nagle that she sent the Police on her last call about barking dogs and the Officer went and sat there for approximately half an hour and heard nothing. Mrs. Zerfoss told Ms. Nagle to not call the Township line, but to call 9-1-1 as the Police do not sit here and it could be hours before they would get the message. She also said the Police respond to all calls, but if they are on a call, they can’t leave and go to another call until that one is completed.

Nancy Swisher – Asked what the burning rules are. The burning rules were given to Nancy and to Ms. Nagle.

Matthew Arena – HRG – Stated they are finishing up with the paperwork and it should be completed within a week and they should have the design completed for the Mushrush Road Bridge.

**Adjournment**

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

The meeting adjourned at approximately 6:50 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township