Tuesday, October 8, 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 Township residents.

**Minutes – 09/10/19**

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, September 10, 2019, they be approved as presented. The motion carried.

**Correspondence**

PSATS News Bulletin – Newsletter dated September 2019

PennDot – Letter advising that the Township Estimated Liquid Fuels allocation for 2020 is $249,694.25.

Phil Hay & Sons – Letter introducing his company. He owns an excavation and trucking company and has over 50 pieces of equipment from mini-excavators and skid-loaders to large excavators and dozers and numerous dump trucks.

PennDot LTAP – Newsletter for Fall/2019.

United Way – Invitation to attend an informational session on 2-1-1 and BERI (Butler Emergency Relief Initiative). 2-1-1 provides unmatched critical services and BERI assists with utility assistance. The meeting is October 16 at 1:00 p.m. at Slippery Rock Community Library and October 24 at 10:00 a.m at Jefferson Township Building.

Penn Township Veterans – Notice of upcoming events and luncheon.

Audubon Society – Fall Bulletin.

**Seminars**

 Basic Crisis Negotiation, Beaver Falls, 12/09 – 12/13

 Butler County Association of Township Officials, Fall

 Convention, 10/22/19, Slippery Rock Municipal Building

 2015 International Plumbing Code, 11/14, Cranberry Township

Supervisor Roth made the motion and Supervisor Mowry seconded the motion that all involved be authorized to attend. The motion carried.

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**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on September 10, 2019. Township Fund: $172,907.18, Fire Tax Fund: $2,063.86, Act 13 Fund: $26.87. Deposits into the various Township Funds totaled $122,263.81. Balances were read as follows: Township Fund: $513,834.93, Fire Tax Fund: $141,171.62, Act 13 Impact Fund: $876,577.63, Municipal Pension Fund: $609,204.22, Police Pension Fund: $1,221,838.58, State Fund: $99,098.35. 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 his Zoning Report for September 2019. The following has been issued: 4 Building Permits, 4 Zoning Permits, 1 Traffic Impact, 4 Occupancy Permits, 1 Sign Permit, 6 Lien Letters were issued, and 2 Land Development Applications. Total Zoning fees for September 2019 were $7,216.03.

Mr. Bonetti also reported the Butler County Planning Commission reviewed the Russell/Minor Lot Line Revision #19190. They had no comments on that plan.

Mr. Bonetti presented the Leonard/Bishop lot line revision for approval. He stated that the Butler County Planning Commission has not yet reviewed these plans. He recommended that the Leonard/Bishop lot line revision be tabled as Butler County reviews the plans. After it is presented to the Board for their approval, then the lot line revision will go back to the County to be recorded. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the Leonard/Bishop lot line be tabled. The motion carried.

Mr. Bonetti presented the Russell/Minor lot line revision for approval. Supervisor Roth made the motion and Supervisor Mowry seconded the motion that the Russell/Minor lot line revision be approved. The motion carried.

Mr. Bonetti reported he is doing updates for the 2020 census.

**Police Department**

Mrs. Zerfoss read the Police report for September 2019.

**Road Department**

Supervisor Roth reported he received the invoice for the seal coat and there is a $10,000.00 discrepancy. He stated he contacted Russell Standard about this but hasn’t heard back.

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**Road Department - Continued**

Supervisor Roth also reported that Denny Bogan retired. He appreciated the service Denny gave to him and the Township and Denny was an asset to the Township. He stated Dan Wible, a life-time resident, was hired as a Laborer for the Road Department.

**Recycling Report**

Mrs. Zerfoss reported that she applied for the Act 101 Recycling Performance Grant for the year 2018. She stated that it has been approved and the Township should receive payment in 4 to 6 weeks. The estimated grant award is $1,861.00.

Mrs. Zerfoss also advised that we need to schedule a date for the next recycling date for the Township. The Board discussed several dates. Supervisor Mowry made the motion and Supervisor Ward seconded the motion to schedule June 13, 2020 as the recycling date for the Township. The motion carried.

Mrs. Zerfoss reported that on our 2019 recycling day there were 57 people who attended the event and 6,517 pounds were collected.

**Parks and Recreation Department**

Supervisor Roth stated the Road Department has begun demolition of the old playground in Renfrew Park. He advised that HRG will submit a new diagram with the proposed playground equipment.

**Public Relations Department**

Mrs. Zerfoss reported on the recent Butler County Tax Collection Committee Meeting that was held on September 24, 2019 at the Butler Township Municipal Building. She stated that the 2020 budget was presented, and that Berkheimer submitted their report for year to date on collections. Mrs. Zerfoss stated that next year residents will be able to file their tax returns on their phone using an app. Mrs. Zerfoss stated that Berkheimer offered their assistance to any municipality that needs assistance in preparing their budget revenues. The next meeting is March 24, 2020.

**Old Business**

None.

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**New Business**

Mrs. Zerfoss presented the Minimum Municipal Obligation (MMO)for the Penn Township Non-Uniformed Pension Plan and the Police Pension Plan for the 2020 budget. For the Non-Uniformed Plan, the amount is $28,574 and the amount for the Police Pension Plan is $18,982.00. She requested a motion to approve the Plans. Supervisor Ward made the motion and Supervisor Roth seconded the motion to approve the MMO for the Penn Township Non-Uniformed Pension Plan in the amount of $28,574.00 and the Police Pension Plan for $18,982.00. The motion carried.

Mrs. Zerfoss requested authority to advertise for an emergency generator for the Municipal Building. Supervisor Roth said he feels this would be a good purchase and it is recommended by NMS. Supervisor Roth made the motion and Supervisor Mowry seconded the motion that Mrs. Zerfoss to advertise for an emergency generator for the Municipal Building. The motion carried.

Mrs. Zerfoss also asked for a motion to amend the non-uniformed personnel policy for new employees. Currently, the probation period is 60 days. She recommends it be changed to 6 months. Supervisor Mowry made the motion and Supervisor Ward seconded the motion to amend the non-uniformed personnel policy for new employees that probation be changed from 60 days to 6 months. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported the Saxonburg Main Street has been repaved.

**Audience Participation**

Carolyn Nagle – Stated she is going to continue coming to the meetings asking the Board to adopt a barking dog ordinance. Last week she called and gave the police the address and the police went to the wrong house. Supervisor Ward stated at the last meeting Solicitor Lope advised that a barking dog ordinance is hard to enforce. Supervisor Roth asked Mrs. Zerfoss to contact Holly at PSATS to see if they have any ordinances on dogs. Ms. Nagle also complaining about burning garbage. She said she called 9-1-1 on Sunday at 3:30 and 4:45 p.m. and no one responded. Mrs. Zerfoss reported she would investigate that.

A representative from Penn Energy was present and gave an update. Supervisor Roth stated Penn Energy asked if the Township could use any stone. They gave the Township approximately 200 tons of stone.

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**Adjournment**

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

The meeting adjourned at approximately 6:30 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township