Monday, February 11, 2020

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 5 Township residents and guests.

**Minutes – 01/06/2020**

Supervisor Ward made a motion and Supervisor Mowry seconded the motion that there being no additions or corrections to the minutes of the meeting held Tuesday, January 6, 2020, they be approved as presented. The motion carried.

**Correspondence**

Purvis Brothers, Inc. – Annual downstream notification.

Wendy Leslie – Advising the 1st public hearing for the 2020 CDBG funding will be March 10, 2020, at 5:45 p.m.

PSATS News Bulletin – Newsletter dated January 2020.

Northwestern Mutual – Advising our group disability insurance policy will be renewed on March 1, 2020. The premium rate for Long Term Disability was 1.701% and the renewal rate will be 1.45% of insured payroll.

Central Electric Cooperative – Invitation for firefighters, police, EMT’s and others who work where electric utility lines are involved. The training is on April 2, 2020, at Parker from 7 pm to 9 pm.

South Butler Community Library – Thank you letter for the 2019 donation of $5,000.00.

AK Steel Corporation – Annual notification to downstream municipalities and water users’ inventory of regulated substances stored in ASTs at Butler Works.

Pennsylvania Department of Labor & Industry – Letter advising a five-year audit review was performed on September 5, 2019. They advised that Clinton Bonetti satisfactorily complied with the UCC Accessibility and administrative regulations on eligible projects audited at that time.

Armstrong – Notice of a rate adjustment effective with the March bills.

Jane Sirkoch, Secretary – Copy of the auditor minutes for 2020.

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Correspondence - Continued

South Butler Community Library – Summary for Municipalities Library Board of Trustees Meeting on January 8, 2020, as well as a copy of their Strategic Plan for 2020 – 2022.

Pennsylvania Department of Conservation and Natural Resources – Notice that DCNR recreation and conservation grants program will be accepting applications from January 15, 2020, to April 22, 2020.

Mountain Gathering – Advising they are submitting a Pennsylvania Department of Environmental Protection State only permit renewal application for the Penn Cryo Facility to the Northwest Regional Office.

Department of Auditor General – Mrs. Zerfoss reported that they just completed an audit of the Liquid Fuels Tax Fund for the year 2018.

Maher Duessel – Mrs. Zerfoss reported that they are in the processing of auditing the Township accounts for the year 2019.

**Seminars**

 2020 Clean Mandatory TAC Training, 04/01; Monroeville

 SWAT Command 2, 03/16 – 03/20/20; Ross Township

Supervisor Mowry made the motion and Supervisor Roth 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 January 6, 2020. Township Fund: $234,838.02, Fire Tax Fund: $

7,346.93, Act 13 Fund: $47,843.98, Municipal Pension: $744.04, Police Pension Fund: $244.09. Deposits into the various Township Funds totaled $115,712.59. Balances were read as follows: Township Fund: $96,804.41, Fire Tax Fund: $115,824.14, Township Savings Fund: $309,842.92, Act 13 Impact Fund: $831,358.91, Municipal Pension Fund: $673,690.30, Police Pension Fund: $1,311,352.81, State Fund: $25,297.15. Supervisor Roth 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 January 2020. The following have been issued: 6 Building Permits, 7 Zoning Permits, 2 Traffic Impact Fees Filed, 3 Occupancy Permits, 1 Highway Occupancy Permit, 8 Lien Letters, and 1 Land Development. Total Zoning fees for January 2020 were $8,286.68

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Zoning Department - Continued

Mr. Bonetti also reported Butler County Planning Commission reviewed the Alford #1, 1 Lot & Residual #20032. They did not have any comments on this plan.

Mr. Bonetti presented the subdivision for the Alford Property located on Country Club Road for approval. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the subdivision for the Alford Property be approved. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for December 2019.

Mrs. Zerfoss presented the annual report for 2019.

Mrs. Zerfoss read the Police report for January 2020.

Mrs. Zerfoss presented the Animal Control report for December 2019.

**Road Department**

Supervisor Roth reported tires are needed for the old tractor. He is requesting approval to purchase tires not to exceed $2,000.00. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Supervisor Roth be authorized to purchase the tires for the tractor not to exceed $2,000.00. The motion carried.

Supervisor Roth discussed purchasing a new woodchipper. The one we currently have is at least 25 years old and parts are getting hard to find. The chipper was originally purchased through a recycling grant. He said a new one would cost $53,853.63 through Co-stars. The Board discussed the matter. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Township purchase a new woodchipper from Co-stars at a cost of $53,853.63 and putting the old one up for sale once the new one is available. The motion carried.

Supervisor Roth discussed the large tree on Mushrush Road that is interfering with the work to be done in preparing the road to replace the bridge. He is meeting with Ken Wagner in the morning to discuss taking down the tree. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the tree be taken down at a cost not to exceed $3,000.00. The motion carried.

**Recycling Report**

No report.

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**Parks and Recreation Department**

Supervisor Roth reported the Renfrew Park equipment is in and being stored at Harcrest Park. The only item missing is the swing set. He wanted to thank Dan Wible for the use of his equipment in transporting everything to Harcrest Park.

The Board briefly discussed the DCNR Grant. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to authorize the County to apply for the DCNR Grant for Harcrest Park, Phase II. The motion carried.

Mrs. Zerfoss reported that Cpl. Jack Ripper and she went to State College last month to pick up traffic signs and that will show vehicle speeds as well as being able to use them to alert motorists in the event a road is closed or flooding or even announcing Community Day.

**Public Relations Department**

None.

**Old Business**

Supervisor Roth reported on Jack Walker’s house on Mushrush Road. He said there is $8,500.00 due in back taxes. He talked to the County to see if the taxes could be waived. They said there is a procedure to handle such a request and it should be done through our Solicitor. Supervisor Roth made the motion and Supervisor Ward seconded the motion to authorize Solicitor Lope to help determine the best disposition of the property. The motion carried.

**New Business**

Resolution #510-Butler County Parks Renovation/Development Grant – Mrs. Zerfoss read Resolution #510-Butler County Parks Renovation/Development Grant for 2020. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that Resolution#510-Butler County Parks Renovation/Development Grant be approved. The motion carried.

Mrs. Zerfoss reported that she received a quote from Fish Window Cleaning to clean all the windows and glass in the Municipal Building for $103.00. She stated the windows have never been washed and she would like to have the approval to have them washed. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Mrs. Zerfoss has Fish Window Cleaning clean the windows at a cost of $103.00. The motion carried.

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**New Business – Continued**

Mrs. Zerfoss also requested approval to retain Maher Duessel as the Township IT Consultant. Supervisor Roth made the motion and Supervisor Ward seconded the motion that Maher Duessel be retained as the Township IT Consultant. The motion carried.

Supervisor Ward reported that Supervisor Roth and he met with HRG for final plans to change the Mushrush Road bridge replacement plans to precast end sections with a short segment of a cast-in-place concrete wall. Matt Arena from HRG feels the redesign can be done quickly. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to authorize HRG to change the design to precast end sections with a short segment of a cast-in-place concrete wall at a cost of $3,800.00. The motion carried.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion to have HRG advertise for bids when the revised bid documents are available. Mr. Arena explained the bids would be through Penn Bid to review and submit electronically. There is no cost to the Township. The winning bidder would pay Penn Bid a small percentage. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported that a pump at the McFann Road pump station must be replaced. He also stated on Route 228 at Balls Bend the wastewater line must be moved and replaced and PennDot will reimburse the Authority 95% of the cost.

**Audience Participation**

Caroline Nagle – Reported a pothole on Renfrew Road. She was told to call Penn Dot as that is a State Road. She also asked if the Township Police could sit and monitor traffic at Route 8 and Airport Road as people are speeding and running the traffic lights. Walt Dawson said Dinnerbell Road and Route 8 is just as bad.

Nancy Swisher – Asked about the timetable for the bridge replacement. Mr. Arena stated bid opening in April and probably May to be awarded.

Linda Dawson – Said another building eyesore is at the end of Dinnerbell Road. Supervisor Roth said the County has a program to remove houses that are uninhabitable. Supervisor Roth stated that he was not sure that this property would qualify for the Butler County program.

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**Audience Participation – Continued**

Matt Arena – HRG Submitted a proposal for the Mushrush Road bridge replacement costs for bidding and construction services as follows:

1. Bidding Phase Services - $3,400
2. Construction Administration Services - $19,900
3. Construction Observation Services - $13,300

**Adjournment**

Supervisor Ward 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