Tuesday, June 9, 2020

The Penn Township Board of Supervisors having notified the residents in advance met this evening at 5:30 p.m. to conduct a conditional use hearing for CRS Contracting, LLC. Present were Supervisors Samuel M. Ward, Douglas A. Roth, and Wilbert J. Mowry, Jr., Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton Bonetti, and Stenographer, Ena Marino. Five residents and guests were also present. The owner of CRS Contracting, LLC. did not attend. Land Use Administrator, Clinton Bonetti contacted him and was advised he was on another job and would not make it. This hearing was canceled and would be rescheduled at the next Board of Supervisors meeting on July 14, 2020.

At 5:40 p.m. the Board of Supervisors started the second Conditional Use hearing for Pacific Coast Partners. Pacific Coast Partners is seeking a conditional use approval for "Light Warehousing" and "Research and Development" in the C-2 Highway Commercial zoning district.

The hearing adjourned at approximately 5:50 p.m.

The regular monthly Board of Supervisors meeting was called to order at 6:00 p.m.

Minutes – 05/12/20 Bid Opening and Board Meeting 05/12/2020

Supervisor Ward made a motion and Supervisor Roth seconded the motion that there being no additions or corrections to the minutes of the meetings held Tuesday, May 12, 2020, for the Bid Opening and the Board of Supervisors meeting, they are approved as presented. The motion carried.

**Correspondence**

Harvey Gumto Family – Thank you card for a memorable tribute to Harvey Gumto.

South Butler Community Library – Newsletter that they are preparing to open.

Butler County Conservation District – Newsletter Spring 2020.

PSATS – Morning news report to help Townships navigate reopening.

**Seminars**

None.

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**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on May 12, 2020. Township Fund: $171,540.43, Fire Tax Fund: $2,983.72, Act 13 Fund: $171.70, Municipal Pension: $849.03, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $94,687.46. Balances were read as follows: Township Fund: $281,097.04, Fire Tax Fund: $198,168.54, Township Capital Savings Fund: $311,062.31, Act 13 Impact Fund: $834,453.44, Municipal Pension Fund: $560,880.01, Police Pension Fund: $1,089,420.26, State Fund: $321,784.54. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Treasurer’s Report is approved as presented. The motion carried.

Mrs. Zerfoss reported that Earned Income and Local Services Tax for the period January 1 – May 31, 2020, is $366,201. For the same period last year, the amount collected was $409,138. This is a difference of $76,266 due to the Coronavirus where so many people were unemployed.

Supervisor Ward asked Mrs. Zerfoss to report at the next meeting how the real estate taxes compare.

**Zoning Department**

Mr. Bonetti presented his Zoning Report for May 2020. The following have been issued: 7 Building Permits, 5 Zoning Permits, 8 Lien Letters, and 2 Land Development. Total Zoning fees for May 2020 were $4,679.50.

Mr. Bonetti reported since there was no hearing for CRS Contracting the conditional use approval and the site plan for CRS Contracting should be tabled till the next meeting. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Conditional Use approval and the site plan approval for CRS Contracting be tabled until the next meeting. The motion carried.

Mr. Bonetti presented the Pacific Coast Partners’ conditional use for warehousing/research and development for approval. He stated the Planning Commission has no issues and that they need to meet the requirements from Township Engineer, HRG. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the conditional use for warehouse/research and development for Pacific Coast Partners be approved. The motion carried.

Mr. Bonetti presented the Pacific Coast Partners site plan for warehousing/research and development for approval. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the site plan for warehouse/research and development for Pacific Coast Partners be approved. The motion carried.

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**Police Department**

Mrs. Zerfoss read the Police report for May 2020.

Mrs. Zerfoss also stated at the last meeting the Board made a motion to sell the 2010 Ford Expedition as is. She is requesting that the Board rescind that motion and to approve it being fixed. She explained due to the low miles and that it has a hitch to move the traffic sign, the police would like to keep it especially as the unmarked Dodge has high mileage and will probably need to be replaced next year. There is also the question of how this Coronavirus will affect next year’s budget. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to rescind the previous motion to sell the 2010 Ford Expedition. The motion carried.

Supervisor Roth made the motion and Supervisor Ward seconded the motion that the 2010 Ford Expedition be fixed at Diehl’s Automotive for $3,642.45. The motion carried.

**Road Department**

Supervisor Roth reported the Road crew is getting the roads ready for sealing and paving plus mowing.

Supervisor Roth reported the speed minders are out and the residents like them. He thinks the Township should consider getting another set next year.

Supervisor Ward reported the Township will be replacing the bridge on Mushrush Road. He said this will possibly start the 3rd week of July.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township hosted a recycling event on Saturday, June 6 at the Municipal Building. There were approximately 105 vehicles that came through plus some no shows.

**Parks and Recreation Department**

Mrs. Zerfoss reported she completed the grant application checklist for the Butler County Parks and Recreation Department.

Supervisor Roth reported he was contacted that a lady would like to put up a sunscreen station at Harcrest Park. The Board briefly discussed this and thought it was a great idea.

Supervisor Roth also reported he still has not heard from Jeffries Associates yet regarding the installation of playground equipment at the Renfrew Park.

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**Public Relations Department**

Mrs. Zerfoss announced that the 2020 Penn Township Community Day has been canceled.

Mrs. Zerfoss stated that Wendy Leslie, CDBG Coordinator submitted a list of suggestions for the COVID-19 funding that was discussed during their recent zoom meeting.

**Old Business**

None.

**New Business**

Resolution #515 – Tobacco and Nicotine Free Resolution – Mrs. Zerfoss read Resolution #515 – Tobacco and Nicotine Free Resolution for the Harcrest and Renfrew Parks. Supervisor Roth stated we did this several years ago but one of the signs has been stolen. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that Resolution #515 – Tobacco and Nicotine Free Resolution be approved. The motion carried.

Resolution #516 – Penn Township-CDBG-CV – Mrs. Zerfoss read Resolution #516 – Penn Township-CDBG-CV. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Resolution #516 – Penn Township-CDBG-CV be approved. The motion carried.

Resolution #517 – 2020 Fair Housing – Mrs. Zerfoss read Resolution #517 – 2020 Fair Housing. Supervisor Roth made the motion and Supervisor Ward seconded the motion that Resolution #517 – 2020 Fair Housing be approved. The motion carried.

Mrs. Zerfoss submitted the Owner-Occupied Residential Program for the Penn Township Housing Program to be approved. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Owner-Occupied Residential Program for the Penn Township Housing Program be approved. The motion carried.

Mrs. Zerfoss announced the 2018 Penn Township Liquid Fuels Tax Audit has been completed and everything is in balance and there are no problems.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they met by phone but will meet in person at the next meeting.

Tuesday, June 9, 2020

**Audience Participation**

Robert Rezzetano – 171 Powell Road – Stated he has been a resident since 1978. He is having septic problems on his property. He has ¾ acre and tried to purchase some land from a neighbor, but they will not sell. He is asking to get a right of way from the Board to the creek. Supervisor Roth said the Board talked about this in the workshop. An issue would be who will be liable for the sewer line as well as other issues to be addressed. Supervisor Roth suggested having Solicitor Lope give his opinion on this matter. The Board agreed to Supervisor Roth contacting Solicitor Lope on this matter. Mr. Rezzetano said he had a quote from a company in Somerset to design a system and would get the necessary approvals from DEP. He said he was told it would cost approximately $70,000 to install a grinder pump and sewer line. Supervisor Ward asked Supervisor Roth to check with Saxonburg Authority as to how this could cost $70,000. Supervisor Ward said the Board will look and see what can be done to help him. Mr. Rezzetano said since he is a quarter mile from the Saxonburg Area Authority sewer lines. Supervisor Ward reported the Board will do some research and report at the next meeting.

**Adjournment**

Supervisor Mowry made a motion and Supervisor Roth 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