Tuesday, May 12, 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, and Land Use Administrator, Clinton A. Bonetti. There were no Township residents attending.

Supervisor Ward explained that the meeting is being held as a Skype video conference during the Pennsylvania State of Emergency following recommended guidelines. Notices have been posted on the Penn Township website and Municipal Building entrance door. A draft of the meeting minutes will be made available on the website.

**Minutes – 04/14/20**

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, April 14, 2020, they be approved as presented. The motion carried.

**Correspondence**

Pennsylvania Recreation & Park Society – A newsletter about opening Pennsylvania parks for early recovery.

Pa American Water – Letter advising on April 29, 2020, they filed a request with the PUC to increase water rates as of June 28, 2020.

Wendy Leslie – CDBG Coordinator – Penn Township’s allocation for 2020 CDBG-CV funding is $63,585.00. $52,178.00 activity and $11,407.00 for administration.

Springfield Hardwood – Letter stating they viewed some aerial photographs of the area and they feel we may have marketable timber on our property. The Board briefly discussed and feel they are not interested at this time.

Sheriff Michael T. Slupe – Letter of thanks and appreciation to the Police for attending the funeral and final call for Deputy Sheriff Michael Smith.

Wendy Leslie – CDBG Coordinator – Notice of public hearing via zoom on May 20, 2020, for the 2020 CDBG-CV Application.

Tuesday, May 12, 2020

**Correspondence - Continued**

Solicitor Lope – Advised the time for Elaine Aggazio, Saxonburg Area Authority, and the Tax Claim Bureau to file preliminary objections to our declaration of taking has passed. With the Board’s approval, he will offer $689.00 to be divided between SAA and the Tax Claim Bureau in recognition of their liens and for relief from the same. Elaine Aggazio will not get anything. Supervisor Roth made the motion and Supervisor Mowry seconded the motion for Solicitor Lope to offer $689.00 to be divided between SAA and the Tax Claim Bureau. The motion carried.

**Seminars**

2020 PA State Police Collison Reconstruction Seminar, 11/03 – 05,

Gettysburg, PA

Supervisor Mowry made the motion and Supervisor Ward 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 April 14, 2020. Township Fund: $85,481.20, Fire Tax Fund: $3,848.95, Act 13 Fund: $36.36, Municipal Pension: $849.03, Police Pension Fund: $240.09. Deposits into the various Township Funds totaled $332,605.70. Balances were read as follows: Township Fund: $348,148.88, Fire Tax Fund: $199,194.12, Township Capital Savings Fund: $310,894.33, Act 13 Impact Fund: $833,973.82, Municipal Pension Fund: $561,729.04, Police Pension Fund: $1,089,660.35, State Fund: $321,661.58. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti presented his Zoning Report for April. Due to the Covid-19 Pandemic, there were no permits issued. There were 10 Lien Letters issued for $150.00.

Mr. Bonetti said construction will be started and 6 permits have been issued so far in May. He requested to waive the 25-day minimum requirement for plans to be approved for the Pacific Coast Partners and CRS Contracting, LLC Conditional Use hearings. The Supervisors had no objections.

**Police Department**

Mrs. Zerfoss read the Police report for April 2020. She also presented the Animal Control report for March and April, 2020.

Tuesday, May 12, 2020

**Police Department – Continued**

Mrs. Zerfoss submitted a quote from Diehl Automotive for the 2010 Ford Expedition for $3,642.45 or we can put it up for sale as is. The vehicle has a lot of rust that needs to be fixed before it can be inspected. The inspection is good until June 30, 2020. Supervisor Roth made the motion and Supervisor Mowry seconded the motion to sell the vehicle as-is. The motion carried.

Mrs. Zerfoss submitted a request from Corporal Ripper to purchase 3 speakers for the control room, garage, and locker room. The cost will be approximately $500.00. Supervisor Mowry made the motion and Supervisor Ward seconded the motion to approve the purchase of speakers not to exceed $500.00. The motion carried.

Mrs. Zerfoss submitted a request from Corporal Crawford to purchase Compact Officer Response Emergency Kit (CORE) for the police department. They are $44.99 each and he would like one for each officer and one for each vehicle. The total cost would be $450.00. Supervisor Ward made the motion and Supervisor Roth seconded the motion to approve the purchase of the CORE kits for $450.00. The motion carried.

**Road Department**

Supervisor Roth requested permission to purchase 15 hard hats, 6 Forestry Safety hard hats, and vests not to exceed $1,000.00. Supervisor Roth made the motion and Supervisor Mowry seconded the motion to purchase the 15 hard hats, 6 forestry safety hard hats, and vests not to exceed $1,000.00. The motion carried.

Supervisor Roth also requested approval to purchase 160 feet of 48-inch stormwater pipe for the Mushrush Road Bridge project at approximately $7,000.00. Supervisor Mowry made the motion and Supervisor Ward seconded the motion to purchase the 160-feet of 48-inch stormwater pipe for the Mushrush Road bridge project for $7,000.00. The motion carried.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township is hosting a recycling event on Saturday, June 6, 2020, at the Municipal Building between 9 am and 1 pm. Registration is required and can be done on-line at [www.ecsr.net](http://www.ecsr.net).

Tuesday, May 12, 2020

**Parks and Recreation Department**

Mrs. Zerfoss stated that the Butler County 2019 CDBG Program application was filed. We are requesting $81,000.00 for Harcrest Park Phase II.

Mrs. Zerfoss also submitted a copy of the PA Recreation and Parks society reopening guidelines.

Mrs. Zerfoss also read a letter from Danielle Guttman of DCNR who stated we are a past DCNR grant recipient for recreation or conservation projects over the years. The purpose of the letter is to inform and educate on the long-term stewardship responsibilities associated with those grants.

Supervisor Roth reported that he contacted Jeffries regarding the playground equipment for Renfrew Park. He stated they are still closed under the Pennsylvania stay-at-home directive.

**Public Relations Department**

None.

**Old Business**

Mrs. Zerfoss reported a letter was sent to Leroy Bunyan regarding the Renfrew flooding as well as guidelines for maintaining streams that were supplied by DEP.

Supervisor Ward reported the Board met on Monday to discuss the Mushrush Road bridge project. He stated there is a delay due to the utility company with work being done by mid-July. Work will start as soon as concrete box culvert sections are made. The contractor, Holbein, Inc. will demolish the concrete wall for $150.00 an hour. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the contract, Holbein, Inc. demolish the concrete wall at a cost of $150.00 an hour. The motion carried.

**New Business**

Resolution #512 – Declaration of Disaster Emergency – Supervisor Ward made the motion and Supervisor Roth seconded the motion to re-approve Resolution #512 – Declaration of Disaster Emergency through June 8, 2020. The motion carried.

Tuesday, May 12, 2020

**New Business - Continued**

Mrs. Zerfoss announced that bids were opened today at noon for the paving and sealing projects.

Paving Project 2020

|  |  |  |
| --- | --- | --- |
| Company | Bid Bond | Total Amount of Bid |
| Wiest Asphalt | Yes | $246,092.40 |
| Shields Paving | Yes | $228,657.79 |
| Youngblood Paving | Yes | $271,739.30 |

Supervisor Roth made the motion and Supervisor Mowry seconded the motion to award the 2020 Paving Project to Shields Paving at their bid of $228,657.79. The motion carried.

Sealing Project 2020

|  |  |  |
| --- | --- | --- |
| Company | Bid Bond | Total Amount of Bid |
| Russell Standard | Yes | $122,267.05 |
| Suit-Kote | Yes | $137,994.61 |
| Youngblood | Yes | $129,115.23 |

Supervisor Mowry made the motion and Supervisor Ward seconded the motion to award the 2020 Sealing Project to Russell Standard at their bid of $122,267.05. The motion carried.

Mrs. Zerfoss reported that the Butler County Board of Commissioners approved Resolution #2020-12 extending the period by which Butler County property taxes may be paid at face through and until November 30, 2020. No penalties, fees, or interest shall be due if the tax is paid in full before November 30, 2020. Municipalities that want to enforce this must adopt a Resolution and submit a copy to the County as well as their local tax collector.

Resolution #514 – Property Tax – Mrs. Zerfoss read Resolution #514 – Property Tax extending the period by which property taxes may be paid at face through and until November 30, 2020. No penalties, fees, or interest shall be due if the tax is paid in full before November 30, 2020. This Resolution shall only be effective for the tax period of 2020 and will be automatically null and void as of December 1, 2020. Supervisor Ward made the motion and Supervisor Roth seconded the motion to approve Resolution #514 – Property Tax. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported their meeting was by phone. It was a quick meeting to approve the bills.

Tuesday, May 12, 2020

**Audience Participation**

None.

**Adjournment**

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

The meeting adjourned at approximately 6:36 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township