Tuesday, August 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, Corporal, Jack D. Ripper, and 12 Township residents.

**Minutes – 07/14/20**

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

**Correspondence**

PSATS – News Bulletin dated July 2020.

West Penn Power – Notice that they will be performing tree trimming and removal, brush clearing, and herbicide application as needed along electric line rights-of-way in our area.

Pennsylvania Department of Environmental Protection – Letter advising that facility operations inspection due date is October 13, 2020.

Armstrong Business Solutions – Notice that beginning with the August 2020 billing statement the monthly price for television service will be increased.

**Seminars**

None.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on July 14, 2020. Township Fund: $93,078.35, Fire Tax Fund: $2,780.58, Municipal Pension: $849.03, Police Pension Fund: $240.09, State Fund: $235,011.78. Deposits into the various Township Funds totaled $125,698.00. Balances were read as follows: Township Fund: $247,850.78, Fire Tax Fund: $146,037.60, Township Capital Savings Fund: $311,278.22, Act 13 Impact Fund: $965,685.50, Municipal Pension Fund: $635,817.08, Police Pension Fund: $1,248,672.47, State Fund: $86,864.87. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

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**Zoning Department**

Mr. Bonetti presented his Zoning Report for July 2020. The following have been issued: 6 Building Permits, 9 Zoning Permits, 1 Highway Occupancy Permit, 7 Lien Letters. Total zoning fees for July 2020 were $2,572.50.

Mr. Bonetti reported he sent CRS Contracting, LLC a letter advising that their conditional use request for the proposed warehouse use has been approved pending meeting all the requirements from HRG Engineers and an approved landscaping plan.

Mr. Bonetti requested that since no information has been received that the approval for the site plan for CRS Contracting – Material Yard (Pittsburgh Road) and the site plan for the CRS Contracting Office and Garage (Pittsburgh Road) be tabled until all information has been received. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the site plan for CRS Contracting – Material Yard (Pittsburgh Road) and site plan for CRS Contracting Office and Garage (Pittsburgh Road) be tabled until all information has been received. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for July 2020.

**Road Department**

Supervisor Roth reported the 1994 woodchipper was sold to a landscaping company from New York for $7,200.00.

Supervisor Roth also reported the paving has been completed. He stated the sealing is almost done.

Supervisor Roth stated the bridge replacement on Mushrush Road is going well.

Supervisor Roth reported the new chipper is in service.

**Recycling Report**

Mrs. Zerfoss reported we received our grant for the 2020 Household Hazardous Waste Collection Program that was held on June 6, 2020 in the amount of $2,327.62.

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**Parks and Recreation Department**

Supervisor Roth reported that the play equipment is in place at the Renfrew Park. He is waiting for the fall material to be installed. He advised he talked to the contractor who will try and get it done this week or next.

Supervisor Roth advised they are working on the trails at Harcrest Park and he has been researching for a bridge to connect the trails. He stated he found a 6’ x 50’ bridge kit at an approximate cost of $17,000.00. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the bridge kit be purchased at a cost not to exceed $20,000.00. The motion carried.

Supervisor Roth stated that Lance Welliver of Butler County Parks and Recreation Department will need a resolution that no development will occur at Harcrest Park.

**Public Relations Department**

No report.

**Old Business**

Supervisor Ward explained that Robert Rezzetano asked the Board for a Right of Way agreement for an easement as his septic system is malfunctioning. His best option is a Small Flow Treatment System (SFTS). An SFTS must discharge to a stream to be effective and in this case, there is an unnamed tributary approximately 600 feet East from the Rezzetano property. The only available access to the stream is in and along Powell Road, a Township Road. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Mr. Rezzetano is granted the easement provided he completes DEP Component 3 and follows the conditions in the Easement Agreement provided by the Township. The motion carried.

**New Business**

Supervisor Ward reported there have been leaks in the Municipal Building roof and he will be drafting documents to solicit bids to have the roof replaced as well as a continuing exhaust in the evidence room of the police department. Supervisor Roth made the motion and Supervisor Ward seconded the motion that bid documents be prepared to advertise to have the Municipal Building roof replaced and a continuing fan in the evidence room of the police department. The motion carried.

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**New Business – Continued**

Mr. Bonetti reported on property owned by Bill Brennen of Dodds Road that has a malfunctioning septic system. Mr. Brennen stated last year his sewer backed up and he had a soil scientist do an evaluation. He has permission from a neighbor to get some property for an easement. He is requesting an easement agreement from the Township. Solicitor Lope will be contacted to prepare a right of way agreement.

Mrs. Zerfoss submitted the Penn Township Police and Non-Uniform Pension Plan Financial Summary for the year ending December 31, 2019.

Mrs. Zerfoss reported on a request from Sheryl Kelly, Butler County Recycling Coordinator, regarding Pick Up Pennsylvania to be held September 1 through November 30, 2020.

Supervisor Ward reported he had a request from Scout Master, Ray Hoffman, for the Scouts BSA to use the Municipal Building to hold their meetings. Supervisor Ward stated since no one was present representing the Scouts, he and Mrs. Zerfoss will prepare a draft of proposed COVID-19 restrictions for the use of the Municipal Building.

Mrs. Zerfoss stated Butler County’s COVID Relief funding for relief to local residents for rent or mortgage assistance and utility assistance is limited to paying for up to 3 months’ assistance for households. All households have to income qualify as low to moderate-income land demonstrate an impact from the COVID virus through the loss of income or material support to the household. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to apply for the CDBG COVID-19 grant. The motion carried.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion to authorize Holbein, Inc. to delete the Mushrush Road bridge replacement cast-in-place concrete Wing Wall E including over-excavation, and lean concrete backfill, and assist the Penn Township Road Department to install the new 48”storm pipe including removing the existing concrete culvert on Old Plank Road, setting, bedding, backfill, asphalt paving, and guardrail. The cost will be no change to the contract. The motion carried.

Mrs. Zerfoss asked for authorization to advertise the old meeting room chairs for sale. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Mrs. Zerfoss be authorized to advertise the old meeting room chairs to be sold. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported at the last meeting the paid the bills and approved Jody Brown as the Sewer Enforcement Officer.

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**Audience Participation**

LeRoy Bunyan – Stated someone is putting junk at the corner of the Renfrew Park. He also reported that his niece has a storm drain coming through her property and causing a lot of water. Supervisor Roth stated it’s not Township stormwater. Supervisor Roth said the Township replaced the existing stormwater pipe in 1990. Supervisor Roth suggested the Board go and look at the situation.

Carolyn Nagle – Having issues with neighbors burning garbage in their fireplaces. She said she calls the Police who come down and they can’t find any fires. She also asked about the barking dog ordinance. Supervisor Ward responded by saying the Solicitor recommended no adopting one as they are hard to prove. He advised he will look into it again.

Will Burns – Appreciative of the Board supporting the Police. He encourages the Board to never defund the Police.

**Adjournment**

Supervisor Roth made a motion and Supervisor Ward 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