Tuesday, July 14, 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. They are seeking a conditional use approval for “Light Warehousing” in the C-2 (Highway Commercial) zoning district. Present were Supervisors Samuel M. Ward, Douglas A. Roth, and Wilbert J. Mowry, Jr., Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton Bonetti, Corporal, Jack D. Ripper, and Stenographer, Leaette Cavaliere. Five residents and guests were also present.

Supervisor Ward made a motion and Supervisor Roth seconded the motion that the hearing be adjourned at 5:50 p.m. The motion carried.

**Minutes – 06/09/20**

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, June 9, 2020, they be approved as presented. The motion carried.

**Correspondence**

PSATS Morning News – Latest News articles on local items and Legislation and Policy and various webinars.

Bartlett Tree Experts – Tree tips for trees and shrubs.

KLH Engineers, Inc. – Clear Concepts Newsletter dated Spring 2020.

Pennsylvania Public Utility Commission – Act 13 monies for 2019 for Penn Township will be $161,972.06.

PSATS Covid-19 Guidance – Meeting guidance for Townships during PA’s Phased Reopening.

2020 Census – Newsletter to remind people to complete your census and explaining how the census helps your community.

Eckert Seamans, Attorneys at Law – Newsletter dated May 19, 2020, on Labor and Employment Alert.

PSATS News Bulletin – News bulletin dated June 2020.

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**Correspondence - Continued**

Lope Casker – Copy of letter to Butler County Tax Claim Bureau who has the first and best lien against the property of John E. Walker, Jr. and Elaine M. Aggazio property. Just compensation for the taking of an easement for road improvement purposes was determined to be $689.00. Check #25851 payable to Butler County Tax Claim Bureau in the amount of $689 was issued to be applied to the John E. Walker, Jr., et al account.

PennDot – Moving Forward Newsletter dated Summer 2020.

CDB Law-Legal Articles – Governor Wolf announces mandatory masking: All public employers should be requiring their employees to wear masks.

Strategic Land Partners, LLC – Would like to meet with regard to our current oil and gas interest.

**Seminars**

PSATS Regional Forum – September 30, Pittsburgh Marriott North

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 stated she was asked at the last meeting to report on revenue from property taxes compared to last year. Mrs. Zerfoss stated last year from January 1 to July 1 $320,265.28 was collected and this year for the same period we collected $302,449.70. She also reported that she received a letter from Berkheimer regarding the Covid-19 Earned Income Tax Projection. They projected Penn Township’s potential quarterly reduction as $45,960.91 and monthly reduction as $15,320.30.

Mrs. Zerfoss read the list of invoices paid since the last report was read on June 9, 2020. Township Fund: $183,289.09, Fire Tax Fund: $54,980.29, Act 13 Fund: $8,744.50, Municipal Pension: $628.99, Police Pension Fund: $628.99. Deposits into the various Township Funds totaled $490,682.83. Balances were read as follows: Township Fund: $213,863.21, Fire Tax Fund: $145,596.94, Capital Savings Fund: $311,185.04, Act 13 Impact Fund: $987,923.27, Municipal Pension Fund: $637,515.14, Police Pension Fund: $1,249,152.65, State Fund: $321,841.14. Supervisor Roth made the motion and Supervisor Ward 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 June 2020. The following have been issued: 10 Building Permits, 6 Zoning Permits, and 9 Lien letters. Total zoning fees for June 2020 were $6,405.00.

Mr. Bonetti also reported that the Butler County Planning Commission reviewed the Pacific Coast Partners, Site Plan #20110, and had the following comment. This plan creates over 20,000 square feet of new impervious area. They question whether the use of an Infiltration Trench will adequately handle stormwater as a result of this new impervious area. They recommend Penn Township have this plan reviewed by their professional engineer. They didn’t have any further comments.

Mr. Bonetti presented the Conditional Use – Warehousing for CRS Contracting – Material Yard (Pittsburgh Road) for approval upon completing the requirements of the planning commission. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Conditional Use – Warehousing for CRS Contracting - Material Yard (Pittsburgh Road) be approved contingent upon completion of requirements from the planning commission. The motion carried.

Mr. Bonetti submitted the site plan for CRS Contracting – Material Yard (Pittsburgh Road) for approval. Mr. Bonetti requested that this be tabled due to extensive need of engineering review of KDH Engineers and HRG. He stated the engineers for CRS, KDH Engineers did request an extension. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the site plan for CRS Contracting – Material Yard (Pittsburgh Road) be tabled. The motion carried.

Mr. Bonetti submitted the site plan for the CRS Contracting – Office and Garage (Pittsburgh Road) for approval. He recommended this be tabled until more information is obtained. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the site plan for the CRS Contracting – Office and Garage (Pittsburgh Road) be tabled. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for June 2020. Mrs. Zerfoss also submitted copies of the semi-annual report for the Police.

Mrs. Zerfoss reported the ceiling is leaking again in the police office. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to have PennRo Roofing look at the roof. The motion carried.

Mrs. Zerfoss submitted the Animal Control report for June 2020.

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**Road Department**

Supervisor Roth reported that a resident at Winter Lakes has a huge tree that is leaning toward his house. The property owner asked if we would be interested in paying half of the cost to have it removed as he feels the tree is on the property line. Supervisor Roth said he cannot locate the property stakes. Supervisor Roth said he asked Mrs. Zerfoss to contact a surveyor to get the property surveyed. Supervisor Roth reported the property owner did have the tree cut down at a cost of $800.00. The Board decided to wait until the property is surveyed before taking any action.

Supervisor Roth reported the new chipper is in. He would like to advertise the old chipper for sale. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that Supervisor Roth be authorized to advertise the old chipper for sale on MuniciBid. The motion carried.

Supervisor Roth reported the 2020 sealing project is complete except for some intersections and South Dutchtown Road which have to be paved first.

Supervisor Roth stated he would like to have Williams & Willman do the line painting again in the amount of $5,672.52. Supervisor Roth made the motion and Supervisor Ward seconded the motion to have William and Willman do the line painting again at a cost of $5,672.52. The motion carried.

Supervisor Roth also requested authorization to purchase road department first aid kits for each vehicle. The cost would be approximately $1,000.00. Supervisor Ward made the motion and Supervisor Mowry seconded the motion for Supervisor Roth to purchase the first aid kits for each vehicle at an approximate cost of $1,000.00. The motion carried.

**Recycling Report**

Mrs. Zerfoss reported at the annual Recycling Event that was held on June 6. A total of 14,746 pounds of waste was collected. A total of 105 vehicles came through the event. Since this was done under a grant, she applied to the State to be reimbursed for half of the cost for this event.

Mrs. Zerfoss stated she applied for the 2020 Municipal Recycling Program Performance Grant.

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**Parks and Recreation Department**

Supervisor Roth reported the red bank barn at the Harcrest Park has been taken down and removed.

Supervisor Roth reported the Renfrew Park playground has been dug out and stone put in. Concrete work took place on Monday. He notified Jefferies that the park is ready for the installation of the play equipment.

Supervisor Roth reported that Haden Hughes wants to do the pickleball court and the sidewalk at the Renfrew Park for his Eagle Scout project.

Supervisor Roth requested approval to purchase 20 bumper blocks for the park at an approximate cost of $1,500.00. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to purchase the bumper blocks at a cost of $1,500.00. The motion carried.

Supervisor Roth reported that Renfrew Park costs are about half of the 216,000 that was approved last fall.

**Public Relations Department**

Mrs. Zerfoss reminded the audience that Community Day has been canceled.

**Old Business**

Supervisor Ward reported on the right of way request on Powell Road. He reported the property owner was having sewage problems and the only way to remedy is an on-lot system. Solicitor Lope was contacted and he sent a right-of-way agreement to the property owner.

**New Business**

Resolution #518 – Intergovernmental Project Entitled the Lower Connoquenessing Watershed. The Township Manager read Resolution #518 – approving participation in the intergovernmental project entitled The Lower Connoquenessing Watershed stormwater planning study between eleven municipalities and the County of Butler. Supervisor Roth feels this will be a good thing. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve Resolution #518 – Intergovernmental Project Entitled the Lower Connoquenessing Watershed. The motion carried.

Supervisor Roth reported under the Connoquenessing Stormwater study, we need to agree on three areas to study. He recommends Renfrew, S. Dutchtown between Woodland and Crisswell Road and Dodds Road at Rockdale Road. The cost to join the study is $8,147.20. Supervisor

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**New Business – Continued**

Ward made the motion and Supervisor Mowry seconded the motion to approve the 3 areas to be included in the study and to pay the $8,147.20. Supervisor Roth amended the motion to say Main Street Renfrew and South Dutchtown between Woodland and Crisswell Roads. The motion carried.

Mrs. Zerfoss asked for the authority to post the old meeting room chairs for sale on MuniciBid. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that she be authorized to place the chairs for sale on MuniciBid. The motion carried.

Mrs. Zerfoss reported she was contacted by Michelle Lesniak, South Butler Library Director who would like to do a scavenger hunt at Harcrest Park. She would give the kids a clue to various places and the kids would have 2 weeks to find the items. There would not be a large gathering and would give the kids something to do during this pandemic to get them out into the fresh air. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to allow Michelle Lesniak to have a scavenger hunt at Harcrest Park. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported at the last meeting the approved expenditures. Ryan Malarik reported on the status of development. Supervisor Roth stated as of June they are at 46% of estimated connections and the Tower Road phase 2-line replacement is on schedule.

**Audience Participation**

None.

**Adjournment**

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

The meeting adjourned at approximately 6:40 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township