Tuesday, October 13, 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 visitors.

**Minutes – 09/11/2020**

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, September 11, 2020, they be approved as presented. The motion carried.

**Ike Kelly – Butler County Airport** – Mr. Kelly and Mr. Tim Shields were present representing the airport. Mr. Kelly advised core soil samples are being taken on airport property and should be completed by Thursday. The purpose is for soil sampling for the grant that he is hoping to receive. He stated he hopes to hear by the end of the year if the grant is approved. He reported that the environmental assessment was already done. Part of the grant was a multi-mode grant with a 70% and 30% match. Penn Township's share would be approximately $150,000.00. This grant would upgrade the traffic signal at Route 8 and Airport Road including a pedestrian crossing and defined turning lanes. If the Township is in favor, he is requesting a letter of support to go along with the application. Supervisor Roth made the motion and Supervisor Ward seconded the motion for the Township to provide $150,000.00 or 30% as the local share of the traffic light grant at Route 8 and Airport Road. The motion carried.

Supervisor Ward explained that Mr. Kelly discussed this traffic light and the Penn Township’s 30% matching share with the Township Manager earlier and that this was discussed at the workshop held before the meeting.

**Correspondence**

**South Butler Community Library** – Provided an update on the library.

**Bartlett Tree Service** – Autumn 2020 tree tips.

**David Rath** – Mrs. Zerfoss reported that Mr. Rath donated $10,000.00 to Penn Township. $2,500 for Administration, $2,500 for Road Department, and $5,000 for the Police Department. Supervisor Ward reported that Mrs. Rath has donated in years past and the Rath Farms are now selling beef and chickens.

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**Correspondence – Continued**

**Gannett Fleming** – Notice that Pennsylvania American Water is applying to DEP for a renewal of a surface water withdrawal from the Connoquenessing Creek and its Tributaries, the Allegheny River, Thorn Run, and the interconnect with Pennsylvania American Water Elwood.

**PennDot** – Moving Forward newsletter dated Fall 2020.

**Audubon Society** – Newsletter for Fall/Winter 2020.

**Butler County Conservation District** – Newsletter dated Summer 2020.

**Seminars**

None.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on September 8, 2020. Township Fund: $316,564.47, Fire Tax Fund: $16,686.77, Act 13 Fund: $6,587.51, Municipal Pension Fund: $849.03, Police Pension Fund: $240.09, State Fund: $50,000.00. Deposits into the various Township Funds totaled $287,741.08. Balances were read as follows: Township Fund: $198,793.00, Fire Tax Fund: $128,620.44, Capital Savings Fund: $311,403.97, Act 13 Impact Fund, $611,650.93, Municipal Pension Fund: $670,297.35, Police Pension Fund: $1,280,947.62, State Fund: $36,868.90. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Treasurer’s Report is approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti presented his Zoning Report for September 2020. The following have been issued: 5 Building Permits, 5 Zoning Permits, 1 Sign Permit, 1 Highway Occupancy Permit, 12 Lien Letters, 3 Land Development Applications. Total zoning fees for September 2020 were $8,846.50.

Mr. Ted Kartofilis representing Pacific Coast Partners requested a waiver from the traffic impact fee for their project on Route 8. Mr. Bonetti stated Penn Township has never waived this fee in the past. Supervisor Roth reported that the Board had a request previously from Dollar General to waive their fee and it was denied. Supervisor Roth says the Township should not go down that road. Supervisor Ward stated that the Impact Fee is used for infrastructure upgrades for new development. Supervisor Roth made the motion and Supervisor Ward seconded the motion to deny Pacific Coast Partners request to have their traffic impact fee waived. The motion carried.

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**Zoning Department - Continued**

Mr. Bonetti reported on the request from Billy Brennan to approve the connection of a small flow discharge to the Township storm sewer pipe along Dodds Road. Mr. Bonetti stated that Mr. Brennan does not need a right-of-way agreement as the effluent going into a catch basin. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve Mr. Brennan’s connection of a small flow discharge to the Township storm sewer pipe along Dodds Road. The motion carried.

Mr. Bonetti reported that Gus McCay is requesting a time extension of 60 days for the McCay subdivision on Church Road. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to grant Gus McCay a 60-day time extension for the McCay subdivision on Church Road. The motion carried.

Mr. Bonetti submitted the J. Arner subdivision on East Cruikshank Road for approval. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the J. Arner subdivision on East Cruikshank Road. The motion carried.

Mr. Bonetti submitted the John Clark subdivision (lot line revision) on Royal Oak Road for approval. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the John Clark subdivision (lot line revision) on Royal Oak Road. The motion carried.

Mr. Bonetti submitted the Callen/Bonney subdivision on Winters Road for approval. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve the Callen/Bonney subdivision on Winters Road. The motion carried.

Mr. Bonetti reported that CRS Contracting has requested a 60-day time extension for their proposed developments. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve a 60-day time extension for CRS Contracting for their proposed developments. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for September 2020.

Mrs. Zerfoss also submitted the Animal Control report for July, August, and September 2020.

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**Police Department – Continued**

Mrs. Zerfoss also reported on the traffic signal at Route 8 and Dinnerbell Road that was destroyed by an accident in September. To date, the Township has paid $22,799.51 to get the light working. Invoices have been submitted to the insured for reimbursement. Mrs. Zerfoss stated she just received another invoice to finish the light for $44,282.00. She sent a copy of that to the insured to be added for reimbursement. The insurance company is offering to settle for $66,454.84 which is $626.67 less than what is due. The Board instructed Mrs. Zerfoss to proceed with the insurance company to get paid in full otherwise to contact Solicitor Lope. Supervisor Ward asked that Solicitor Lope review the proposed release letter for the settlement of all costs incurred.

**Road Department**

Supervisor Roth stated they are busy working at the Park. He also stated they are having trouble with the small dump truck and it is in the shop to have sensor problems repaired.

**Recycling Report**

Mrs. Zerfoss reported our 2021 recycling event is scheduled for June 5, 2021, at the Municipal Building from 9 a.m. to 1 p.m.

**Parks and Recreation Department**

Supervisor Roth stated he met with a representative from DCNR who advised that DCNR is seeking Federal grants on behalf of Penn Township. There is more money available through a Federal Grant but cautioned sometimes they are slow in reimbursing expenses.

Supervisor Roth also stated the garage door at the Harcrest Park maintenance building is not working.

**Public Relations Department**

Mrs. Zerfoss reported on the Butler County Tax Collection Committee meeting that was held on September 22, 2020. Nominations for the 2021-2022 Executive Board were held. The budget for 2021 was presented to the members. Penn Township’s allocation for 2021 is $488.77. Mrs. Zerfoss also reported that she received a report from Berkheimer. Berkheimer is projecting that Penn Township will see a reduction in quarterly collections of $18,104 or 9.47%. Berkheimer projects that Penn Township could lose between $5,700 and $6,300 in tax revenues every month that the COVID restrictions remain in place.

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**Old Business**

Barking Dog Ordinance – Mrs. Zerfoss said that our Animal Control Officer submitted previously to the Board several barking dog ordinances. The Board requested that Mrs. Zerfoss check with our Animal Control Officer to see which ordinance he feels would best for Penn Township.

**New Business**

Supervisor Ward reported a quote has been received from B & P Technical Services to install a roof exhaust fan for the police evidence room for $3,424.62. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the quote from B & P Technical Services to install a roof exhaust fan in the police evidence room for $3,424.62. The motion carried.

Mrs. Zerfoss reported she received the Penn Township Volunteer Firefighters Relief Association Audit for the years January 1, 2017, to December 31, 2019. The report stated in all significant respects, the relief association complied with applicable state laws, contracts, bylaws, and administrative procedures as they relate to the receipt of state aid and the expenditure of relief association funds.

Supervisor Ward read the following:

**Informational Public Meeting - Route 8 to Butler Airport Water Line Project**

The Municipal Water Authority of Adams Township (MWAAT) held an informational public meeting at the Pittsburgh-Butler Regional Airport on September 30, 2020, to update the public on the potential waterline service extension project beginning in Middlesex Township running North through Penn Township to the airport facilities.

Participants included Airport Authority Chairman, Tim Shields; Butler County Commissioner, Kim Geyer; Butler County Economic Director, Mark Gordon; HRG Engineer John Klein; and MWATT Manager, Matthew Cranmer.

Middlesex Township Supervisor, Don Marshall, and Manager Adam Hartwig, Penn Township Supervisors Roth and Ward, Airport Manager, Richard Kelly, and approximately thirty others attended the meeting.

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**Route 8 to Butler Airport Water Line Project - Continued**

Discussion:

* MWAAT sent out survey forms to potential commercial/institutional customers along with the proposed waterline service extension which is to be returned by October 7, 2020.
* The service line extension will initially provide 70 psi, 600 GPM water service at the airport for fire suppression, and the two workforce development flight schools.
* The cost of the project is estimated to be $5,300,000, including a 10% contingency.
* The waterline service extension construction is expected to be bid in December 2020, begin in early Spring, 2021, and be complete in nine to twelve months.
* No grants have been received to date, however, the County of Butler and MWAAT will continue to pursue grants.
* Partial funding will be provided by the County of Butler Infrastructure bank which is being used for current projects like the tunnel construction under Route 228 for access between Cranberry Woods and Cranberry Springs. This funding has an interest rate of 0.56% with a 10-year term.
* The water service line will be approximately 35,000 lineal feet of 12" diameter ductile iron pipe beginning at the Overbrook Road and Route 8 intersection in Middlesex Township, then following Route 8 North to Airport Road in Penn Township, and then following Airport Road to the airport.
* Water service will become available along the way as construction is completed.
* MWAAT is seeking contributions to the project cost from the Municipalities and the Airport Authority. A user surcharge will be applied to the cost of water service.
* The waterline service tap-in cost is based on the estimated 171 GPO per EDU (Equivalent Dwelling Unit - a typical home). The first tap-in EDU will cost $2,650 plus a $25.00 turn on fee. Subsequent additional EDU's for commercial/institutional service using more than 171 GPO will cost $1,495. MWAAT will review the actual water usage for each commercial/institutional customer during the first two years of service and will then adjust the actual tap-in cost accordingly.
* Monthly water service costs will include a meter base charge, a water charge, and a debt service surcharge. The debt service charge will be determined at a later date. MWAAT post-meeting note: The project will be financed through a ten-year loan. The

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**Route 8 to Butler Airport Water Line Project - Continued**

* term of the surcharge will remain for no longer than 10 years. As more customers tap in, the surcharge may be recalculated, reduced, and eventually eliminated.
* Approximately thirty-five fire hydrants will be provided at approximately 1,000 feet on center along the water service line. The Municipalities will pay a service fee of $18.75/hydrant/month.

MWATT post-meeting notes: Anticipate twelve to fifteen fire hydrants in Penn Township. The Municipality will be billed quarterly once the fire hydrants are active.

* The Middlesex and Penn Township fire departments will not pay the monthly meter fee. They will only pay for the cost of water and the debt service charge.
* The water service will include laterals bored under Route 8 for customers on the other side of the service line. These service laterals will not be part of the project but will be installed when the customer pays the tap-in fee.
* It is anticipated that customers will have a three percent reduction in their property insurance costs and a $9,000 to $10,000 property value increase.
* New water service customers may keep their existing water service but must separate the systems. Existing water systems can still be used for watering their lawns, washing their cars, and other similar uses.
* MWAAT has commitments for approximately 200 EDU's at this time from potential commercial/institutional users.

MWAAT is planning a second phase project to continue water service further North of Airport Road along Route 8 at a

future time

Samuel M. Ward

Chairman,

Penn Township Board of Supervisors

Will Burns asked if this would be applicable for future developers. This was discussed by the Board and audience. Supervisor Roth said this is not a done deal yet, just a proposal. Mr. Burns said properties along Route 8 use well water and would welcome public water and public sewage and the Township would get new businesses.

Nancy Swisher asked if we would have to pay from the street to the house and she was told yes.

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**New Business – Continued**

Supervisor Ward reported the roof on the municipal building was built in 1998 and has had many leaks. We had to remove and cover up the leaking skylight. We hired a consultant for recommendations. We put the roof and skylight out for bids and the bids were opened earlier today.

BID OPENING - 10/13/2020

EPDM ROOFING

|  |  |  |
| --- | --- | --- |
| COMPANY | BID BOND | TOTAL AMOUNT OF BID |
| S & N INDUSTRIES, LLC | YES | $42,200.00 |
| RAMP CONSTRUCTION co. | YES | $122,800.00 |
| SHIELD ROOFING & CONS | YES | $88,000.00 |

BID OPENING – 10/13/2020

SHINGLE ROOFING

|  |  |  |
| --- | --- | --- |
| COMPANY | BID BOND | TOTAL AMOUNT OF BID |
| S & N INDUSTRIES, LLC | YES | $33,500.00 |
| RAMP CONSTRUCTION co. | YES | $35,200.00 |
| SHIELD ROOFING & CONS | YES | $25,000.00 |

Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the bid to replace the Shingle Roofing from Shield Roofing and Construction LLC in the amount of $25,000.00 be accepted. The motion carried.

Supervisor Roth made the motion and Supervisor Ward seconded the motion that the bid to replace the EPDM Roofing and skylight in the amount of $42,200.00 from S & N Industries, LLC be accepted. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth stated at their last meeting they discussed upgrading the Davis Road pump. He also reported Carol Korbet retired. He also stated the Balls Bend widening project needs sewer lines re-located at a cost of $4,458.00 and the Tower Road project is moving forward.

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**Audience Participation**

**Nancy Swisher** – Asked if Ike Kelly said they just applied for the grant. Supervisor Ward said yes, the application is due in November. He does not know how long this will take. Supervisor Ward said the airport wants this grant for its runway expansion project and other development.

**Will Burns** – Stated that it will be good to see hydrants along Route 8.

**Adjournment**

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

The meeting adjourned at approximately 7:07 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township