Tuesday, July 13, 2021

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 7 Township residents.

**Minutes – 06/08/21**

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 8, 2021, they be approved as presented. The motion carried.

**Correspondence**

**Butler County Conservation District** – Notice under the authority of the federal Clean Water Act and Pennsylvania’s Clean Streams Law, the Butler County Conservation District has approved the minor amendment to permit coverage Contract No. 63 – T-Hangar Pavement Rehabilitation as requested by Butler County Airport.

**PSATS News Bulletin** – Newsletter dated June 2021.

**South Butler Community Library** – Summary of Library Board of Trustees Meeting on June 9, 2021.

**Butler County Conservation District** – Newsletter dated Spring 2021.

**Berkheimer Tax Innovations** – Analysis of the 2020 4th Quarter collections. They feel the majority of their client areas in the County and across the State are trending to “normalcy”. However, this trend has not held for our area. In fact, 2020 4th Quarter withheld, reciprocal, and self-reporting payments varied by -0.42% compared to 4th Quarter 2019 payments. Overall, for Penn Township, total collections in 2020 were $811,358.91 changed by -1.77% compared to 2019 collections that were $$825,942.18.

**Bantam Jeep** – Thank you letter to the Penn Township Police Department for the support of the 10th Anniversary Bantam Jeep Heritage Festival. They had a total of 2,888 registered Jeeps attend from 31 states.

**South Butler Community Library** – Notice that they placed the story trail at Harcrest Park on Sunday, and it will be there until July 25.

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**Correspondence - Continued**

**Caputo Insurance** – Letter asking for the opportunity to provide Penn Township with an insurance quote for our property-casualty insurance.

**PA Office of the Budget** – Mrs. Zerfoss reported Penn Township received its American Rescue Plan (ARP) money of $255,340.54. She stated we will receive the 2nd payment next year for the same amount.

**Wendy Leslie – CDBG Coordinator** – Ms. Leslie stated she checked to see how many applicants/recipients were received seeking rent/mortgage/utility assistance due to COVID. Ms. Leslie advised several people contacted them, but no one has qualified so far. Ms. Leslie said if we don’t use the money, we must give it back to the State. She is looking for other ideas on how to spend this money.

**South Butler Community Library** – Information on various events occurring at the Library and the Audubon Society.

**Civil and Environmental Consultants, Inc.** – Regarding PennEnergy Resources, Rape Well Pad in Forward Township. They wanted to inform Penn Township that PennEnergy Resources applied for coverage for a permit to Drill and Operate an Unconventional Well from the Pennsylvania Department of Environmental Protection for 6 gas wells. They need to notify all adjacent municipalities of this application.

**Audubon Society** – Newsletter dated Summer/Fall 2021.

**Seminars**

PSATS Annual Business Meeting, October 14 and 15, Hershey

2021 PA State Police Collision Reconstruction Seminar,

November 2-4, Gettysburg

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 read the list of invoices paid since the last report was read on June 8, 2021. Township Fund: $129,140.94, Fire Tax Fund: $5,952.99, Act 13 Fund: $1,338.43, Municipal Pension: $6,813.03, Police Pension Fund: $7,608.39. Deposits into the various Township Funds totaled $574,128.37. Balances were read as follows: Township Fund: $352,011,39, American Rescue Plan Fund: $255,340.54, Fire Tax Fund: $139,858.56, Township Capital Savings Fund: $312,036.30, Act 13

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**Treasurer’s Report – Continued**

Impact Fund: $625,962.52, Municipal Pension Fund: $848,442.52, Police Pension Fund: $1,664,650.84, State Fund: $314,429.92. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report is approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti presented his Zoning Report for June 2021. The following have been issued: 2 Building Permits, 6 Zoning Permits, 10 Lien Letters, 2 Land Development Applications. Total Zoning fees for June were $1,569.00.

Mr. Bonetti presented the Roupe Subdivision on Brown Road for approval. He stated that the Planning Commission recommended this subdivision be approved. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Roupe Subdivision on Brown Road is approved. The motion carried.

Mr. Bonetti presented the Hendy Subdivision on Dutchtown Road for approval. He stated that it is a lot-line revision, and he hasn’t received the letter from the Butler County Planning Commission approving this and he recommends the Board approve this subdivision pending approval from Butler County. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Hendy Subdivision on Dutchtown Road for a lot-line revision be approved if the Butler County Planning Commission approves the plan. The motion carried.

Mr. Bonetti reported on the Penn Township Zoning amendment for the PRD (Planned Residential Development) section. He advised that he met with 2 engineers to get quotes to update the zoning ordinance.

Mr. Bonetti reported it’s been 3 years since the last update to the Traffic Impact Fee Ordinance. He would like to start updating this ordinance. The Board concurred.

Mr. Bonetti also reported on the Township’s Comprehensive Plan that was last done 10 years ago and with public water coming, he feels this should be updated next year.

**Police Department**

Mrs. Zerfoss read the Police report for June 2021. She also submitted the Semi-Annual report for 2021.

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**Road Department**

Supervisor Roth reported he interviewed 2 people for the vacant position in the road department. Supervisor Roth made the motion and

Supervisor Ward seconded the motion to hire Jacob Becker with the condition he gets his CDL within 6 months. The motion carried.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion to fix the 1996 International at an approximate cost of $7,000.00. The motion carried.

Supervisor Roth reported he talked to S.E.I. and they have a Ford 550 dump truck with a plow for approximately $100,000.00. This is available through Costars so Township wouldn't need to bid it out. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to purchase the Ford 550 dump truck with a plow for approximately $100,000.00 from S.E.I. The motion carried.

Supervisor Roth also reported the clutch went out of the boom mower. The boom mower is 25 years old. Supervisor Roth made the motion and Supervisor Ward seconded the motion to get the boom mower repaired. The motion carried.

Supervisor Roth reported he hasn't received a start date from Shields paving and Youngblood may start sealing next week. He would like to have Youngblood seal West Airport Road and Route 8 to address the slick condition in wet weather. It would only be about 100 feet. Supervisor Ward made the motion and Supervisor Mowry seconded the motion the Youngblood seal the intersection of West Airport and Route 8. The motion carried.

**Recycling Report**

Mrs. Zerfoss reported that Penn Township hosted a recycling event on Saturday, June 5 at the Municipal Building. Total Universal and Household Hazardous Waste were 2,031 pounds and total E-waste was 8,561 pounds. She stated 105 vehicles came through the event.

**Parks and Recreation Department**

Supervisor Roth reported there are 17 acres for sale next to Harcrest Park. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to have the Solicitor negotiate the purchase of the property. The motion carried.

Supervisor Ward reported his middle granddaughter had a graduation party at Harcrest Park and people could stop and eat and visit or do a drive-through. He said they received a lot of compliments on the park.

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**Public Relations Department**

Mrs. Zerfoss reminded the audience that Community Day is Saturday, September 18 from noon till 4 pm.

She also reported that there will be a Butler Bikes and BBQ Motorcycle parade on July 22 that will go South on Route 8 from Butler and turn onto Renfrew Road to Meridian Road and ending at the Butler Farm Show.

Mrs. Zerfoss also reported that she applied for a traffic light grant for the Route 8 and Airport Road intersection. Hopefully, this time will be successful.

**Old Business**

Supervisor Roth stated he contacted Penn Dot regarding a traffic study on Brownsdale Road. He also stated that he, Linda, and Clinton attended a Zoom meeting with HRG regarding a traffic study on Monroe Road.

**New Business**

Mrs. Zerfoss reported that she received the Liquid Fuels Tax Fund audit for the period January 1, 2019, to December 31, 2019. She stated that everything is in order.

Mrs. Zerfoss also asked for authorization to purchase another road speed alert and trailer for approximately $19,580. They are a great asset to the community that will display speeds and also messages.

Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase the road speed alert and trailer for approximately $19,580. The motion carried.

**Act 537 – Saxonburg Authority**

No report.

**Audience Participation**

**Carolyn Nagle** – Asked about barking dog ordinance. Supervisor Ward stated that on advice from our Solicitor we are not going to pursue this. She also asked about making people have garbage pickup. She also asked if the Police could patrol Renfrew on Sunday when people are burning garbage. She stated she called the Police 2 times Sunday. Mrs. Zerfoss asked if the Police responded and if people were cited. She replied yes.

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**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