Tuesday, September 14, 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 4 Township residents.

**Minutes – 08/08/21**

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

Supervisor Ward reported the following items need to be included in the agenda that was previously posted:

Residential Building Academy Seminar

Approve Subdivision (lot line revision) Butler County Airport

Approve site plan for the Butler County Airport to erect a deck

around the airport administration building

Approve site plan for Nanette Rau at 299 Pittsburgh Road for a

mixed use building-dog grooming and an apartment

Approve a professional agreement with HRG to revise the Penn

Township Zoning Ordinance to amend the Planned Residential

Development and omit TND.

Next meeting to be held via Zoom.

Supervisor Mowry made the motion and Supervisor Roth seconded the motion to add the above listed items to the agenda. The motion carried.

**Correspondence**

**ARM Group, LLC** – Notification for Well Permit Application PER L103 Well Pad, Connoquenessing Township, Butler County

**PSATS** – 2021 Proposed bylaws Changes, Nominations Report, and Resolutions.

**Commissioner Leslie Osche** – Mrs. Zerfoss read a letter from Commissioner Osche regarding an email she received from Richard Whalen who is asking about getting water to residents on and around Larchwood Road. Mrs. Zerfoss reported she responded to Commissioner Osche and Mr. Whalen and advised them that water is scheduled to go to Larchwood Drive and that he should contact his neighbors to get a petition to submit to Municipal Water Authority of Adams Township requesting water service.

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**Correspondence – Continued**

**Fred Grau** – Mr. Grau submitted an email to PennDot regarding the intersection of Route 8 and Airport Road and the difficulty in turning left onto Airport Road from Route 8. PennDot responded to Mr. Grau that this is the Township’s responsibility and if he requires any additional information to contact Penn Township. PennDot did stated that Penn Township has applied for a grant to upgrade the existing signal.

**PSATS Morning News** – Advised that the 2022 Organization Meeting will be Monday, January 3, 2022, and the auditors will meet Tuesday, January 4, 2022.

**PennDot** – Letter regarding the multi-way stop control at the intersection of Brownsdale Road and Three Degree Road in Penn Township. They completed an Engineering and Traffic study at the location which included crash data and sight distance. The results of the study indicate that the addition of a stop condition is not warranted. They will re-evaluate the intersection if traffic conditions change significantly in the future upon written request from the Township. The letter states although changes to the existing traffic control are not warranted, they will be upgrading the signs and pavement markings to draw attention to the intersection and STOP condition by the end of October.

**DEP** - Advising that Nicholas Romeo has applied to the Department of Environmental Protection for issuance of a National Pollutant Discharge Elimination System (NPDES) permit for sewage. The proposed activities will take place at 316 Logan Road.

**PSATS News Bulletin** – News bulletin dated August-September 2021.

**Seminars**

BCATO Fall Convention, 10/28, Butler Country Club

RA 101 Residential Building Academy, 09/27 – 30

Supervisor Roth 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 August 8, 2021. Township Fund: $143,451.06, Fire Tax Fund: $17,284.62, Act 13 Impact Fund: $503.15, Municipal Pension: $849.03, Police Pension Fund: $991.24. Deposits into the various Township Funds totaled $118,546.90. Balances were read as follows: Township

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**Treasurer’s Report – Continued**

Fund: $315,172.87, ARPA Fund: $255,345.03, Fire Tax Fund: $121,642.72, Township Capital Savings Fund: $312,057.80,Act 13 Impact Fund:

$627,074.37, Municipal Pension Fund: $846,744.46, Police Pension Fund: $1,661,917.21, State Fund: $74,678.23. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti presented the Zoning Report for August 2021. The following have been issued, 2 Building Permits, 4 Zoning Permits, 1 Traffic Impact Fee, 10 Lien Letters, and 3 Land Development Applications. Total zoning fees for August were $9,873.34.

Mr. Bonetti reported the Butler County Planning Commission reviewed the Butler County Airport, Lot Line Revision #21196 and had no comments on the plan.

Mr. Bonetti presented the subdivision (lot line revision) for the Butler County Airport for approval. He stated the Planning Commission has no issues. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the subdivision (lot line revision) for the Butler County Airport be approved. The motion carried.

Mr. Bonetti presented the site plan for the Butler County Airport to erect a deck around the airport administration for approval. He stated the Planning Commission has no issues if they meet HRG recommendations. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the site plan for the Butler County Airport to erect a deck around the airport administration be approved. The motion carried.

Mr. Bonetti submitted a site plan for Nanette Rau at 299 Pittsburgh Road for a mixed-use building – dog grooming and apartment. He stated the Planning Commission recommends that they meet HRG requirements. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the site plan for Nanette Rau at 299 Pittsburgh Road for a mixed-used building – dog grooming and apartment be approved pending they meet HRG requirements. The motion carried.

Mr. Bonetti requested approval to approve a professional agreement with HRG to revise the Penn Township Zoning Ordinance to amend the Planned Residential Development and omit Traditional Neighbor Development (TND) at a cost of $4,528.13. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve HRG to revise the Penn Township Zoning Ordinance to amend the PRD and omit the TND at a cost of $4,528.13. The motion carried.

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**Police Department**

Mrs. Zerfoss read the Police report for August 2021. She also presented the Animal Report for August 2021.

**Road Department**

Supervisor Roth reported the road project was just completed today at 4:30 p.m.

Supervisor Roth reported had some vehicle breakdown issues. The 2016 Peterbilt has been at Hunters for 2 months.

Supervisor Roth said he will contact Williams and Willman to paint the lines on the roads.

**Recycling Report**

No report.

**Parks and Recreation Department**

Supervisor Roth reported on the purchase of 17.85 acres at Harcrest Park. The 1st payment will be October 1. The purchase price was $275,000.00 with 3% interest over 5 years with payments being made quarterly. Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase the 17.85 acres at Harcrest Park for $275,000.00 with 3% interest over 5 years with payments being made quarterly. The motion carried.

Supervisor Roth reported on a memorial tree for Lois Dunbar from daughter Sherrie Grottenhaller to be planted at Harcrest Park. He stated he gets the trees from Lake Forest Nursery.

Supervisor Roth reported that Linda Zerfoss has been working on getting the necessary approval from the owners of Simon’s Field for parking on Community Day.

He also stated the road department will be digging out bench pads and pouring concrete.

Supervisor Roth reported a Give a Book, Take a Book Library is being built at Harcrest Park by Matthew Walter.

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**Public Relations Department**

Mrs. Zerfoss reminded the audience that Community Day will be Saturday, September 18 from noon to 4:00 p.m. at Harcrest Park.

Mrs. Zerfoss also reported census figures from 2020 area 4,990 which is down by 81 from 2010. She feels this is because there were some mobile home parks that were counted previously that are no longer there plus some residents just didn’t want to complete the forms.

Mrs. Zerfoss also reported at the last meeting it was reported that Jacob Mock had earned his Eagle Scout badge. She later received a call that Nathaniel Becker also earned his Eagle Scout badge. A certificate was issued to Nathaniel Becker.

**Old Business**

**InVision Customized Services** – Mrs. Zerfoss stated at the last meeting a letter was received from InVision Customized Services seeking tax exemption for their property at 505 Dodds Road. Mrs. Zerfoss stated she submitted the information to Solicitor Lope and Solicitor Lope’s opinion is the application is very detailed and seems to support InVision’s claim. The Butler County Board of Assessment and Revision of Taxes will make a determination of the tax-exempt status. Solicitor Lope doesn’t see anything in the application that would cause him to challenge InVision’s claim. Mrs. Zerfoss reported the hearing with the Assessment will be September 23, 2021, at 3:00 p.m.

**Delta Airport Consultants, Inc.** – Mrs. Zerfoss reported that Delta Airport Consultants sent a traffic impact analysis for the closure of Monroe Road to the Board for their review.

**Southwestern Pennsylvania Commission** – Mrs. Zerfoss reported she received a copy of the recently completed Road Safety Audit on SR 8 I Richland Township, Allegheny County and Middlesex and Penn Townships in Butler County.

**New Business**

**South Butler Community Library** – Mrs. Zerfoss reported there has been a vacancy on the Library Board representing Penn Township since 2019. South Butler Community Library submitted an application from Sally Pletcher who would be willing to serve Penn Township’s representative even though she doesn’t live in Penn Township. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve Sally Pletcher to serve as Penn Township’s representative on the South Butler Community Library Board. The motion carried.

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**New Business - Continued**

Mrs. Zerfoss submitted the Minimum Municipal Obligation (MMO) for the Non-Uniform Pension as $9,351 and the Police Pension as $6,535 for the year 2022. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the MMO’s that were read by Mrs. Zerfoss be approved. The motion carried.

Mrs. Zerfoss reported the Auditor General’s office completed their audit of the Liquid Fuels Fund for the period January 1, 2020, to December 31, 2020.

Supervisor Roth made the motion and Supervisor Ward seconded the motion that the next Board of Supervisors meeting scheduled for October 12, 2021, be held via Zoom. Mrs. Zerfoss will issue invitations to anyone wishing to attend. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they just conducted sewer business.

**Audience Participation**

**Carolyn Nagle** – Again requested the Board to make it mandatory to have garbage pickup. She stated don’t tell me to call the police as her neighbors knows who is calling the police and she is being harassed. She also requested the Board look into a barking dog ordinance. She stated if this isn’t resolved she will take legal action. Supervisor Ward advised we have a burning ordinance and that our Solicitor advised a barking dog ordinance is hard to enforce. Supervisor Roth said he talked to Dennis Sybert who is the Township’s Animal Control Officer who agreed they are hard to enforce. Supervisor Roth said there would be a lot of problems with enforcing the ordinance. The police are called, and people would just put their dogs inside and there the police officers time was just wasted.

**David Bruni** – Stated he is following the possible Monroe Road closure. Said if it was closed, it would be nice if there could be a bike path.

**Executive Session**

At 6:35 p.m. Supervisor Ward announced the Board will adjourn for an Executive Session for personnel reasons. When the Board returns there will be no more business to discuss, and the Board will adjourn the meeting.

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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 6:50 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township