Tuesday, December 10, 2019

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 19 Township residents.

**Minutes – 11/12/19**

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, November 12, 2019, they be approved as presented. The motion carried.

**Correspondence**

Penn Township Community Events – Thank you for the donation.

Pennsylvania Department of Environmental Protection – Notice that they have given approval for Penn Township to hold their recycling event on June 6, 2020.

Butler County Election Bureau – List of candidates certified as official winners at the November 5, 2019 primary. Samuel M. Ward-6 Year Supervisor, Larry Moore-6 Year Auditor, Kent Gilstrap-Constable.

Armstrong – Notice that the cable franchise expires November 2022. They hope we can utilize the informal process and would like to initiate informal franchise renewal negotiations. They will contact us in the near future to discuss the renewal.

Butler County Association of Township Officials – Advising that the updated directory page needs to be returned by January 31, 2020, and dues will remain at $35.00 per Township.

South Butler Community Library – Reporting a cookie walk on December 12 from 3 – 7 pm and a basket raffle. The Library also submitted their budget for 2020.

Audubon Society – Newsletter dated Winter 2019 – 2020.

**Seminars**

None.

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**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report on November 12, 2019. Township Fund: $141,748.70, Fire Tax Fund: $2,096.16, Municipal Pension: $1,874.65, Police Pension Fund: $240.09.

Deposits into the various Township Funds totaled $105,254.81. Balances were read as follows: Township Fund: $257,705.41, Fire Tax Fund: $124,611.15, Capital Savings Fund: $409,324.91, Act 13 Impact Fund: $876,2j49.56, Municipal Pension Fund: $607,711.98, Police Pension Fund: $1,223.501.08, State Fund: $25,232.68. Supervisor Roth 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 his Zoning Report for November 2019. The following has been issued: 3 Building Permits, 4 Zoning Permits, 5 Occupancy Permits, 3 Septic Permits, 6 Lien Letters and 1 Land Development Application. Total zoning fees for November 2019 were $2,852.50.

Mr. Bonetti also reported the Butler County Planning Commission reviewed the Shields/Accord lot line revision #19231 and had no comments.

Mr. Bonetti presented the Shields/Accord lot line revision for approval. He stated the Planning Commission has no issues. Supervisor Mowry made the motion and Supervisor Ward seconded the motion that the Shields/Accord lot line revision be approved. The motion carried.

Mr. Bonetti presented the Bishop Self Storage Facility site plan in the C-2 District for approval. Mr. Bonetti said he received a letter dated December 9, 2019, from our Engineers, HRG and they recommended the following conditions:

1. 6’ fence
2. Storm Water Management Agreement
3. Truck Size Restriction

Mr. Bonetti said HRG is recommending approval based upon these conditions. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the Bishop Self Storage Facility site plan be approved with the conditions as set forth by HRG. The motion carried.

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**Police Department**

Mrs. Zerfoss read the Police report for November 2019.

Mrs. Zerfoss also reported a letter was received from Larry Moore thanking Officer Mathews for taking the time to talk and come onto his street to check out his concerns.

**Road Department**

Supervisor Roth made a motion and Supervisor Mowry seconded the motion for Supervisor Roth to purchase new tires for the pickup at an approximate cost of $1,500.00. The motion carried.

Supervisor Roth also requested approval to purchase 350 tons of anti-skid at $16.45 per ton. Supervisor Mowry made the motion and Supervisor Ward seconded the motion that Supervisor Roth purchase 350 tons of anti-skid at $16.45 per ton. The motion carried.

**Recycling Report**

No report.

**Parks and Recreation Department**

Supervisor Roth requested approval to purchase a rubber base for the Renfrew Park in the amount of $14,621.00 from Jeffrey Associates. Supervisor Roth reported the fall material currently at Renfrew Park is wood chips and every time the creek floods, the chips have to be removed. The fall material now is rubber material and if the creek floods, the fire department can come and hose it down. He further stated the material can’t be put down now because of the weather. The temperature has to be around 70 degrees. Supervisor Ward made the motion and Supervisor Roth seconded the motion that the rubber base be purchased from Jeffrey Associates at a cost of $14,621.00. The motion carried.

Supervisor Roth made the motion and Supervisor Mowry seconded the motion to purchase a playground set from Jeffrey Associates for $4,760.00. The motion carried.

Supervisor Roth made the motion and Supervisor Ward seconded the motion to have Jeffrey Associates to install the playground set and rubber surface for $$5,139.00. The motion carried.

Ray Hoffman asked if there were any projects that could be done by the Troop 53 Scouts for their Eagle projects. Supervisor Roth said down the road there is a possibility for them to get involved but feels Jeffrey Associates should install the rubber surface. Supervisor Roth advised we purchased a pickleball net and posts and possibly the

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**Parks and Recreation Department - Continued**

Scouts could work on the court. Supervisor Roth stated we applied for a grant to finish Harcrest Park, but we didn’t get the grant. He advised that we will re-apply. There may be some projects at Harcrest Park for the Scouts.

Supervisor Roth said the next park meeting will be held on April 7, 2020.

**Public Relations Department**

Mrs. Zerfoss reported that at the last meeting a resident was concerned about the Connoquenessing Creek flooding. The resident stated he talked to DEP and they advised that there is grant money available to help with this situation, but the request has to come from the municipality. Forward Township is also affected by the Connoquenessing Creek. It was decided to reach out to Forward Township to see if they would be willing to discuss this matter. Mrs. Zerfoss stated she contacted Forward Township and they advised they would put this on their agenda to discuss at their meeting which is the same night as ours and would report back after the meeting.

Supervisor Ward reported that Penn Township sent a letter of support for a grant that Butler County is going after for a water line from Route 228 to Route 8 North to the Pittsburgh-Butler Airport.

**Old Business**

Mr. Bonetti reported that at the last meeting the motion to purchase a digital traffic sign and trailer in the amount of $15,390 was tabled. Supervisor Ward made the motion and Supervisor Roth seconded the motion to purchase the digital traffic sign in the amount of $15,390. The motion carried.

Supervisor Roth made the motion and Supervisor Mowry seconded the motion to purchase the digital stand-alone traffic sign in the amount of $5,100. The motion carried.

Matt Arena from HRG updated the Board regarding the Mushrush Road Bridge construction documents. Mr. Arena feels this project should be a lump sum bid with the bid opening in February if possible. Supervisor Ward stated the Board will review his plans and will schedule a meeting with him to review the bid documents.

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**New Business**

Supervisor Ward reported that the roof on the Municipal Building was installed in 1998 and is at the end of its life cycle. He contacted Florida Consulting, LLC to provide an assessment of the roof including core cuts and ACM sampling. The cost of the assessment will be $1,500 with the ACM sampling at $95 per sample. Supervisor Mowry made the motion and Supervisor Ward seconded the motion to accept the Florida Consulting, LLC proposal for roof assessment, core cuts, and ACM sampling, if necessary, dated December 2, 2019, for a cost of $1,500.00 plus ACM sampling at $95.00 per sample. The motion carried.

**Resolution #506 – 2020 Budget** – Mr. Bonetti read Resolution #506 – 2020 Budget. Supervisor Ward made the motion and Supervisor Roth seconded the motion to approve Resolution #506 – 2020 Budget. The motion carried.

**Resolution #507 – 2020 Tax Rate** - Mr. Bonetti read Resolution #507 – 2020 Tax Rate. Supervisor Roth made the motion and Supervisor Mowry seconded the motion to approve Resolution #507 – 2020 Tax Rate. The motion carried.

Mr. Bonetti reminded the audience that the next meeting would be held on January 6, 2020. The agenda-setting will be at 5:30 p.m. with the Organizational Meeting at 5:45 p.m. and the regular Board of Supervisor meeting immediately thereafter.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported that the Saxonburg Authority approved its budget and discussed flooding issues at their last meeting.

**Audience Participation**

**Nancy Swisher** – Asked how far the water project will go. Supervisor Roth stated the County is applying for a grant from Route 228 and Route 8 intersection to Airport Road and Route 8, but it will be a while before we find out if the grant is approved. Ms. Swisher also asked what a Constable does.

**Haydn Hughes** – Asked if the bridge at Harcrest Park was approved. Supervisor Roth said he got one quote and it was for $1,000 a foot and the bridge is $100’. He has not heard from the other companies for their quote.

**Linda Dawson** – Stated the Christmas decorations inside and outside of the Township building are beautiful.

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**Adjournment**

Supervisor Mowry 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