Tuesday, October 12, 2021

The Penn Township Board of Supervisors met this evening virtually at 6:00 p.m. 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 8 Township residents and visitors.

**Minutes – 09/14/21**

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, September 14, 2021, they be approved as presented. The motion carried.

Supervisor Mowry made a motion and Supervisor Ward seconded the motion to add the following items to the agenda:

Erma Mowry – Election Day issues

CDBG to move from rent and utility allocation to housing rehabilitation

Purchase new Police Car

The motion carried.

**Erma Mowry** – Addressed the Board and attendees regarding some election issues. She stated wearing masks cannot be required by the State of Pennsylvania. She also asked if the Township would prefer the poll workers to take care of the trash. Supervisor Roth said the Township will take care of the trash. That has never been an issue. Mrs. Mowry also said she would prefer to have the meetings go back to being in-person and asked why we went back to virtual meetings. Supervisor Ward stated because of the increase at the hospital, and we will discuss this later in the meeting.

**Correspondence**

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

**PennDot** – Advising that the estimated Liquid Fuels allocation for 2022 is $232,911.44 and the Road Turnback payment will be $41,080.00.

**Honorable Marcie Mustello** – Veterans Luncheon November 3 from 11:30 to 1:00 p.m. at the American Legion in Lyndora. There is no charge to attend, but registration is required.

**Keep Pennsylvania Beautiful** – Newsletter on various programs being offered.

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**Correspondence - Continued**

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

**South Butler Community Library** – Invitation to attend Booktoberfest. This event celebrates the German heritage of Saxonburg with music, delicious German dinner, and tasty brews on Sunday, October 24, from 4 pm to 7 pm at the Saxonburg Firehall.

**PA DEP** – Letter advising Justin Angert his NPDES permit, and Water Quality Management permit have been submitted.

**Butler County Tourism & Convention Bureau** – Listing of various activities occurring in Butler County in October 2021.

**Audubon Society** – Bulletin dated Fall/Winter 2021.

**Civil Environmental Consultants, Inc.** – Notifying Penn Township that under the requirements of Acts 14, 67, 68, and 127 of the Municipalities Planning Code, that on behalf of Mountain Gathering, LLC, Civil & Environmental Consultants, Inc. is applying to the Pennsylvania Department of Environmental Protection for an ESCGP-3 Major Modification and Renewal for the Penn Cryogenic Plant project.

**Seminars**

The following seminars have been scheduled:

High-Risk Manhunt Operations, October 19-22, Beaver County

2018 IRC Update (Virtual) Tuesday, October 19

Updates to the International Building Code and International

Existing Building Code to 2018 from 2015 (Virtual)

Significant Changes to the A117.1 Accessibility Standard,

2017 edition, November 18, Findlay Twp Activity Center

Supervisor Mowry made the motion and Supervisor Roth seconded 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 September 14, 2021. Township Fund: $279.830.80, Fire Tax Fund: $2,230.96, Act 13 Fund: $23,837.66, Municipal Pension: $11,054.57, Police Pension Fund: $20,718.51. Deposits into the various Township Funds totaled $239,873.10. Balances were read as follows: Township Fund: $203,842.80, Fire Tax Fund: $119,921.16, ARPA Fund: $255,347.25, Township Capital Savings Fund: $312,068.26, Act 13

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**Treasurer’s Report - Continued**

Impact Fund: $606,924.40, Municipal Pension Fund: $868,490.87, Police Pension Fund: $1,675,559.67, State Fund: $74,678.88. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report be approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti presented his Zoning Report for September 2021. The following have been issued, 2 Building Permits, 3 Zoning Permits, 1 Highway Occupancy Permit, 14 Septic Permits, 6 Lien Letters, and 1 Land Development Application. Total zoning fees for September 2021 were $7,197.00.

Mr. Bonetti also reported the Butler County Planning Commission reviewed the following plans with no comments:

Henry, Lot Line Revision #21225

Wise, 1 Lot & Residual #21213

Mr. Bonetti presented the Freedom Farms Site Plan on Route 8 for approval. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Freedom Farms Site Plan be approved pending receiving approval from the Butler County Conservation District. The motion carried.

Mr. Bonetti presented the Henry Subdivision located on Steppland and North Trail for approval. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Henry Subdivision located on Steppland, and North Trail be approved. The motion carried.

Mr. Bonetti presented the Wise Subdivision located on Dinnerbell and West Jefferson Roads for approval. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Wise Subdivision located on Dinnerbell, and West Jefferson Roads be approved. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for September 2021.

Mrs. Zerfoss also asked for approval to purchase a new police car for #35,480.00. This is the cost of the vehicle only as equipment will be quoted later as this vehicle won't be built until February 2022 at the earliest. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that Mrs. Zerfoss order the new police car for $35,480.00 for just the car with equipment being quoted later. The motion carried.

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**Road Department**

Supervisor Roth reported they are busy working on the trails at the park and replacing pipes. Supervisor Roth also stated he hasn’t received notice about salt for the upcoming winter season. He said the salt is supposed to be cheaper this year. Supervisor Roth also said they poured some bench pads at the park.

**Recycling Report**

Mrs. Zerfoss reported Department of Environmental Protection approved our grant for $1,563.30 to reimburse expenses for our 2021 Household Hazardous Waste Collections program that took place June 5, 2021.

**Parks and Recreation Department**

Mrs. Zerfoss reported that Sarah and Marc Giamporcaro sent Solicitor Lope a thank you for how easy he made the transaction for Penn Township purchasing their property adjacent to Harcrest Park. Mrs. Zerfoss reported everything has been completed and the Township made its first quarterly payment to Mr. and Mrs. Giamporcaro for $14,858.42.

**Public Relations Department**

Mrs. Zerfoss reported on the Butler County Tax Collection Committee meeting held virtually on September 28, 2021. She stated Bill Leonard from Berkheimer presented a summary of collections for the Earned Income Tax. Penn Township received $107,289.13 for August and $555,347.62 year to date. Mr. Leonard also reported they just received the records from the State for the year 2018. Mrs. Zerfoss also reported the 2022 budget and allocation report was presented. Penn Township's annual allocation will be $527.15. Mrs. Zerfoss reported the Tax Collection Committee submitted copies of their audit for the year 2020 and an administrative services agreement was approved between Diane Morrow and the Butler County Tax Collection Committee for the year 2022 with compensation set at $2,300.00 per month with costs associated with general operations specifically mailing, office supplies and meeting expenses be reimbursed with any amount of $100.00 would need approval from the Executive Board. The next meeting is scheduled for March 22, 2022.

Mrs. Erma Mowry said this was a virtual meeting and she had trouble attending. She attended as Penn Township alternate and is also a delegate for Jefferson Township. She tried to vote as Jefferson Township alternate to have the next meeting in person, but no one could hear her.

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**Old Business**

**HRG – Monroe Road** – Mrs. Zerfoss reported she received the report from HRG regarding the proposed closure of Monroe Road. Copies of the report were given to the Board. She stated she talked to Ike Kelly from the Airport and told him we received the report, but the Board hasn’t reviewed it yet. She invited him to attend but advised no action would be taken.

Supervisor Mowry stated he toured the airport facility. Supervisor Ward reported the Board will review the report from HRG with the Township Manager and Land Use Administrator.

**New Business**

**Resolution #536 – ARPA Funds** – Mrs. Zerfoss read Resolution #536 – ARPA (American Rescue Plan Allocation) funds – first distribution of $255,340.54.

Mrs. Zerfoss stated Sgt. Cranmer requested approval to join the IACP (International Association of Chiefs of Police) as an associate sworn, non-command person. Supervisor Roth made the motion and Supervisor Ward seconded the motion that Sgt. Cranmer be approved to join the IACP as an associate sworn, non-command person. The motion carried.

Supervisor Ward reported before this meeting we had a public hearing with Wendy Leslie, Administrator of the Community Development Block Grant Program. The purpose of the hearing was to move $47,178 from the rent and utility allocation to housing rehabilitation. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to move $47,178 from the rent and utility allocation to housing rehabilitation. The motion carried.

Supervisor Ward stated would like to go back to in-person meetings. He stated Linda and Clinton have the room set up to allow for social distancing and that masks are being required. Supervisor Roth stated the Audubon Society had their last meeting virtual but feels things can go back to an in-person meeting. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to hold the next Penn Township Board of Supervisors meeting be held in person at the Township Building. The meeting will be on November 9, 2021. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they discussed unpaid monthly bills.

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**Audience Participation**

**Bob Henry** – Thanked the Board for approving his plan.

**Adjournment**

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

The meeting adjourned at approximately 6:45 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township