Tuesday, June 14, 2022

The Penn Township Board of Supervisors having notified the residents in advance met this evening at 5:45 p.m. to conduct a Conditional Use hearing for Penn Township Self Storage, LLC. Attending this hearing was Chairman, Samuel M. Ward, Vice-Chairman, Douglas A. Roth, Supervisor, Wilbert J. Mowry, Jr., Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton A. Bonetti and 9 Township residents and visitors.

Supervisor Ward stated it’s 5:45 p.m., and tonight we will be holding a Conditional Use hearing at the request of Penn Township Self Storage LLC of Butler, PA who seek approval to erect and operate a Self-Storage building in the Highway C Commercial District.

Jonathan Garczewski representing Gateway Engineers read the following:

Penn Township Self Storage, LLC is planning the re-development of their 2.18-acre property located off Molakai Street (private street), in the C-2 Highway Commercial Zoning District. The project will include grading activities to construct 3 self-storage buildings (for a total square footage of 19,400 square feet of storage space) and an associated bituminous asphalt area. The development site will be enclosed by the buildings and a chain-link fence.

The Penn Township Self-Storage project is classified as a Mini Storage Use and is considered a Conditional Use within the C-2 zoning district. As a mini-storage use, the development shall conform to the following criteria from Section 18-47 of the Penn Township Zoning Ordinance.

1. Parking shall be provided consistent with Chapter 15.

 Parking has been provided in accordance with the Township

 Ordinance.

2. There shall be a minimum of thirty-five (35) feet (forty-five (45) feet if the driveway is two-way) between warehouses for driveway, parking, and fire lane purposes. Where no parking is provided within the building separation areas, said building separation need only be twenty-five (25) feet. Traffic direction and parking shall be designated by signaling or painting.

 As there is not intended to be parking between the buildings, the

 minimum requirement of 25 feet is met as a minimum of 30 feet is

 provided between buildings.

3. No retail, wholesale, fabrication, manufacturing, or service activities may be conducted from storage units by the lessees.

 These activities are not intended to be completed from the storage

 facility.

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4. The entire site, exclusive of access drives, shall be enclosed with a six (6) foot-high obscuring wall or fence. A chain-link fence may only be permitted along property lines that do not abut a residential district or residentially used property.

 The development is enclosed by either the building structure or a

 six-foot-high chain-link fence.

5. Storage spaces shall not contain more than 400 square feet each.

 The developers are aware of this requirement and agree that no

 storage space will be greater than 400 square feet.

6. All storage shall be within the enclosed building area unless specifically provided for otherwise as part of an approved site plan, as in the case of the storage of recreation vehicles. No outdoor storage shall occur within fifty (50) feet of any right-of-way.

 Outdoor storage is proposed with this development plan.

7. The exterior of mini-storage buildings shall be of finished quality and maintained so as to not be offensive to adjacent property or abutting roads.

 The proposed structures will be constructed of quality materials

 and will be properly maintained.

Mr. Bonetti requested clarification of Item 2 regarding traffic direction. Mr. Garczewski stated they will paint directional arrows on the road.

Supervisor Roth asked if there is 24-hour access and if Molakai Street would be upgraded. Angela Campbell owner of Self Storage unit stated yes, but only if a person has a unit and Molakai Street would be upgraded. Supervisor Roth asked if there were any lots there. Mr. Bonetti said yes, but they would be commercial.

Mr. Bonetti reviewed the planning commission recommendations. He stated they recommend approval provided they get approval from the Butler County Planning Commission and the Conservation District.

Mr. Garczewski stated Butler County Planning Commission and the Conservation District approved this and submitted their letters.

Jay Geiger with Butler Power Company asked since the property is cleared can they now get stormwater runoff on his property and what type of drainage precautions will be done. Mr. Garczewski stated underground detention system would be done.

Supervisor Ward reported the Board has 45 days to render a decision, but it is on the agenda later in the meeting.

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Supervisor Mowry made the motion and Supervisor Roth seconded the motion to adjourn the hearing. The motion carried.

At 6:00 p.m. the regular monthly Board of Supervisors meeting was called to order.

Mrs. Zerfoss stated there are 2 items that need to be added to the agenda. Education allowance for Officer Mathews and the 2022 Recycling Event. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to add the 2 items. The motion carried.

**Minutes – 05/10/22**

Supervisor Mowry made a motion and Supervisor Roth seconded the motion that there being no additions or corrections to the minutes of the meeting held Tuesday, May 10, 2022, they be approved as presented. The motion carried.

**Correspondence**

**Armstrong Business Solutions** – Letter advising that the internet service will increase beginning July 2022.

**Butler County Conservation District** – Newsletter dated Spring 2022.

**South Butler Community Library** – Asked if they could place stories on the trail at Harcrest Park July 9 – July 31 as they had in previous years. They also submitted a newsletter advising of upcoming events.

**Wendy Leslie, CDBG Administrator** – Notice that the 2022 CDBG allocation for 2022 is $105,541. Of that $18,934 is for administration and $86,607 is for activity. The Board is urged to think about what they would like to put this funding towards. Applications are due in October.

**PSATS**  - Newsletter dated June 2022.

**Seminars**

Various PSATS regional Forums

Supervisor Roth made the motion and Supervisor Ward seconded that all involved be authorized to attend. The motion carried.

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**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on May 10, 2022. Township Fund: $223,029.54, Fire Tax Fund: $2,747.65, Act 13 Impact Fund: $1,174.33. Deposits into the various Township Funds totaled $222,942.11. Balances were read as follows: Township Fund: $307,501.81, ARPA Fund: $255,500.52, Fire Tax Fund: $176,976.46, Township Capital Savings Fund: $312,501.35, Act 13 Impact Fund: $595,205.30, Municipal Pension Fund: $858,607.79, Police Pension Fund: $1,667,333.95, State Fund: $304,743.53. 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 his Zoning Report for May 2022. The following have been submitted: 2 Building Permits, 4 Zoning Permits, and 9 Lien Letters were issued. Total zoning fees for May 2022 were $1,106.00.

Mr. Bonetti reported he received a letter of resignation from Betty Krepinevich to the Zoning Hearing Board. Supervisor Ward stated Betty has served Penn Township for many years. Supervisor Roth reported she also ran the ambulance service years ago. She has been very involved with Penn Township.

Mr. Bonetti presented the conditional use for Penn Township Self Storage on Route 8 and Molakai Street for approval. He stated all outstanding items have been received. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the conditional use for Penn Township Self Storage on Route 8 and Molakai Street be approved with the condition that stormwater runoff onto the adjacent Butler Power Company property is immediately mitigated. The motion carried.

Mr. Bonetti presented the site plan for Penn Township Self Storage on Route 8 and Molakai Street for approval. Mr. Bonetti said the planning commission recommended approval pending approval from the Butler County Planning Commission and the Conservation District. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Penn Township Self Storage on Route 8 and Molakai Street be approved. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for May 2022 She also submitted the Animal Control report for February, March, and April 2022.

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**Police Department – Continued**

Mrs. Zerfoss submitted a request from Officer Alyssa Mathews for Educational Allowance in accordance with the Police Contract. The tuition cost per class, per term, is $960.00 and she will be completing two classes per term. Supervisor Ward made the motion and

Supervisor Mowry seconded the motion that Officer Mathews receives the Educational Allowance per the Police Contract with tuition cost per class per term is $960.00 and she will complete two classes per term. The motion carried.

**Road Department**

Supervisor Roth reported the sealing project is out for bid with the opening date of July 12, 2022, at noon.

He also said PennDot was out and inspected the guide rail and they will propose a plan to get us a bid pack to be advertised and opened on July 12.

Supervisor Roth requested approval to purchase new tractor tires for the John Deere tractor. He’s not sure of the cost but not to exceed $3,000. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that Supervisor Roth be authorized to purchase tires for the John Deere tractor not to exceed $3,000.00. The motion carried.

Supervisor Roth reported that Bill Winn requested a Watch Children sign and a lower speed limit on Dodds Road. Supervisor Roth said he informed the Police of his request.

Supervisor Roth stated Compass Salt sent an invoice advising that we owed $6,736.09 for salt. Supervisor Roth reported this is part of a 200-ton order that he made but there was a mistake and we received 316 tons. He feels we should pay as we will use it during the upcoming Winter season. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to pay Compass Salt $6,736.09 for the salt that was delivered by mistake. The motion carried.

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**Recycling Report**

Mrs. Zerfoss reported the Township will host a hazardous waste and electronics recycling event at the municipal building on Saturday, September 3, 2022. She doesn’t have complete details on the cost but will post it as soon as she receives the information. The company that is handling this is Noble Environmental Specialty Recycling. Online pre-registration is required, and payments can be made by check or credit/debit cards, no cash.

Supervisor Ward asked Linda to get a list of how much recycled materials have been collected over the years.

**Parks and Recreation Department**

Supervisor Roth said they have been busy mowing and have been having trouble getting belts for the mowers. He also advised people are stopping to look at the chimney swift tower that was recently put up in the park as an Eagle Scout project.

**Public Relations Department**

Supervisor Ward read a letter from Matthew Cranmer of the Municipal Water Authority of Adams Township (MWAAT) regarding the Route 8 and Airport Road water line. The letter read as follows:

Sam,

The water line from Overbrook Road in Middlesex Township to and including Airport Road is now in service. Any property owner along that route can contact the Authority if they wish to tap in. Phase 2, which includes an additional 1460 l.f. on Airport Road and an additional 3000 l.f. along Rt 8 to Larchwood Drive have been bid. The contracts have been awarded. The contractors are in the process of submitting all the required documents and bonds. We do not have a construction schedule. I will keep you updated on the project status.

Regards,

Matthew Cranmer

**Old Business**

Mr. Bonetti advised he recommends the Board accept the proposal from Gannett Fleming to revise the Penn Township Traffic Impact Plan and study for $45,300.00. Supervisor Roth made the motion and Supervisor Ward seconded the motion to accept the proposal from Gannett Fleming to revise the Penn Township Traffic Impact Plan and study for $45,300.00.

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**New Business**

**Wendy Leslie – CDBG Coordinator** – The Redevelopment Authority is asking that the limit per household for housing rehab be raised from $17,000 to $24,000 per household. The Board agrees that the should be raised.

**Armstrong** – Mrs. Zerfoss reported she received the Franchise Agreement which will expire on November 20, 2022. Motion by Supervisor Ward and seconded by Supervisor Mowry that Mrs. Zerfoss sign the Franchise Agreement with Armstrong. The motion carried.

**ARLE** Grant - Mrs. Zerfoss reported she is in the process of filing for an ARLE (Automated Red-Light Enhancement) Grant from the State. She stated she is getting letters of support from the Airport, the County Commissioners, PennDot, Congressman Kelly, Senator Hutchison, and Representative Metcalf. Supervisor Roth said he talked to Commissioner Osche and she said they are going to start freeing up some money and maybe they can help. He said he also talked to LTAP (Local Technical Assistant Program) and Cory Shaffer of PennDot.

Supervisor Ward stated the traffic light is our top priority.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported they discussed a sanitary sewer line extension in Middlesex Township and regular business. He stated they approved the Secretary to go to school for business courses.

**Audience Participation**

**Theodosia Regal** – Inquired if there are any plans to purchase Simon's property across the road from the park. Supervisor Roth said he has talked to the owner and they have no interest in selling. Ms. Regal asked if we received any grant money. Supervisor Roth said we haven’t heard anything but we did get a County grant for a handicap swing. Supervisor Roth said we will all set down once we get the grant and discuss what is planned.

**Robert Petrick** – Pointed out we had a motion and a second to accept the grant from Gannett Fleming but it wasn’t voted on. Supervisor Ward repeated Supervisor Roth made the motion and he seconded the motion to approve Gannett Fleming to do the Traffic Impact Plan and study. All those in favor voted yes. The motion carried.

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Supervisor Ward seeing no further audience participation adjourned the meeting for an Executive Session. He stated when we return, we will adjourn the meeting as there will not be any further business.

**Adjournment**

When the Board returned from the Executive Session, Supervisor Mowry made a motion and Supervisor Roth seconded the motion to adjourn the meeting. The motion carried.

The meeting adjourned at approximately 7:15 p.m.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township