Tuesday, July 12, 2022

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, Corporal, Jack Ripper, and 3 Township residents.

**Minutes – 06/14/22**

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 14, 2022, they be approved as presented. The motion carried.

**Correspondence**

**State Representative Marci Mustello** – Invitation to a Veterans Luncheon, Wednesday, November 2, at Lyndora American Legion

**Butler County Property and Revenue** – Notice they will hold a Judicial Sale of 17 properties on August 5, 2022, at 9:00 a.m. in Court Room 3.

**Penn Dot** – Notice that PennDot employees or consultants or contractors will be conducting surveys, engineering studies, soil exploration, tests, and/or soundings to gather information regarding the Renfrew Bridge Replacement.

**Southwestern Pennsylvania Commission** – Results of their State Route 8 Road Safety Audit.

**Seminars**

None.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on June 14, 2022. Township Fund: $84,458.98, Fire Tax Fund: $4,993.37, Act 13 Fund: $15,488.65, Municipal Pension: $849.03, Police Pension Fund: $991.24. Deposits into the various Township Funds totaled $248,241.53. Balances were read as follows: Township Fund: $295,386.86, ARPA Fund: $255,672.59, Fire Tax Fund: $175,827.16, Township Capital Savings Fund: $312,789.19, Act 13 Impact Fund: $751,104.93, Municipal Pension Fund: $856,909.73, Police Pension Fund: $1,665,351.47, State Fund: $304,948.77. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Treasurer’s Report is approved as presented. The motion carried.

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**Zoning Department**

Mr. Bonetti presented his Zoning Report for June 2022. The following have been submitted: 4 Building Permits, 4 Zoning Permits, and 2 Traffic Impact Fees were issued. Total zoning fees for June 2022 were $9,202.14.

Mr. Bonetti reported Carl Leicher, Jr. submitted a request to be appointed to the Zoning Hearing Board due to the vacancy created when Betty Krepinevich resigned. Mr. Bonetti recommends he be appointed. Supervisor Roth made the motion and Supervisor Ward seconded the motion to appoint Carl Leicher, Jr. to the Zoning Hearing Board to complete the term of Betty Krepinevich. The motion carried.

**Police Department**

Mrs. Zerfoss read the Police report for June 2022 and submitted the Semi-Annual Report for 2022.

**Road Department**

Supervisor Roth announced that earlier today bids were opened for the 2022 Road Sealing Project and the Guide Rail Project. There was only one bid received for the 2022 Road Sealing Project from Russell Standard for $246,203.03 which is approximately 20% higher than expected and Supervisor Roth feels we should reject the bid. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to reject the 2022 Road Sealing Project from Russell Standard for $246,203.03. The motion carried.

Supervisor Roth also reported bids were opened for the Guide Rail Project. There was only one bid from Green Acres Contracting, Inc. for $118,265.00. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to accept the bid from Green Acres Contracting, Inc. for the 2022 Guide Rail Project. The motion carried.

Supervisor Roth also discussed the flail mower which needs to be repaired with repairs expected to exceed what it’s worth. He suggested purchasing a new flail mower from Montag not to exceed $12,000.00. Supervisor Roth made the motion and Supervisor Ward seconded the motion that Supervisor Roth purchase a new flail mower from Montag not to exceed $12,000.00. The motion carried.

Supervisor Roth also requested approval to have the existing centerlines be repainted on certain Township roads at a cost not to exceed $10,000.00. Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the existing center lines be repainted not to exceed $10,000.00. The motion carried.

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**Recycling Report**

Mrs. Zerfoss reported she was asked at the last meeting to report on how much recycling had been collected at our recycling events and the total is 38,219 pounds. This was a combination of universal, household waste and E-waste.

Mrs. Zerfoss also reminded everyone that we are scheduled to host a hazardous and electronics recycling event on September 3, 2022, at the municipal building. She should have more information by the next meeting.

**Parks and Recreation Department**

Supervisor Roth reported they will start digging for the swing set.

**Public Relations Department**

Mrs. Zerfoss reported she submitted the ARLE (Automated Red-Light Enforcement) Grant paperwork for a new traffic light at Route 8 and Airport Road.

**Stormwater Management Committee**

Supervisor Roth reported each municipality is to come up with a project to do. He would like to submit a grant for Dodds and Rockdale Roads. The grant application is due by August 31, 2022.

**Old Business**

Mrs. Zerfoss reported at Community Development Block Grant (CDBG) funds for 2020 were put towards housing rehab. This was later amended to add additional funding from projects not spending the money. The original deadline for housing rehab funds was set at July 1, 2022, but they received an extension till December 31, 2022. They need approval from each municipality for this extension. Supervisor Roth made the motion and Supervisor Ward seconded the motion to extend the deadline until December 31, 2022. The motion carried.

**New Business**

Supervisor Ward reported on his meeting with Senator Hutchinson regarding the Route 8 and Airport Road traffic light replacement grant application. Supervisor Ward said the criteria for approving grants consider that the number of incidents at this intersection is less than the anticipated incidents. He also stated that our engineer is currently preparing a Request for Proposal (RFP) for preparing the design, bid documents, and monitoring construction for a new traffic signal. The current signal was installed in 1986.

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**New Business - Continued**

The Board discussed the current Penn Township personnel employee policy regarding sick time reimbursement when an employee leaves the Township. It’s currently paid at $25 a day. The Supervisors feel that this should be amended as follows:

 0-10 Years of Service - $50.00 per sick day accumulated

 10-20 Years of Service - $100.00 per sick day accumulated

 20-plus Years of Service - $150.00 per sick day accumulated

Supervisor Ward made the motion and Supervisor Mowry seconded the motion to amend the Penn Township personnel policy for non-uniformed employees for the sick day buy back at the amounts listed above. Supervisor Roth abstained. The motion carried

**Act 537 – Saxonburg Authority**

No report.

**Audience Participation**

**Lori Stearns** – Stated she is the new representative from Penn Township on the South Butler Library Board.

Supervisor Ward seeing no further audience participation announced the Board is retiring for an executive session for legal and personnel issues. Supervisor Ward stated no further business will be conducted after the executive session. After the executive session, the board will return to adjourn the meeting.

**Adjournment**

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