Tuesday, March 14, 2023

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., Land Use Administrator, Clinton A. Bonetti, and 9 Township residents and visitors. Township Manager, Linda D. Zerfoss, was not present.

**Minutes – 2/14/23**

Supervisor Ward made the motion and Supervisor Roth seconded the motion that there being no additions or corrections to the minutes of the meeting held Tuesday, February 14, 2023, they are approved as presented. The motion carried.

**Correspondence**

Purvis Brothers, Inc. – Downstream Notification

Butler County Conservation District – Newsletter

PennDOT – Liquid Fuels Allocation - $241,725.72

PennDOT – Turnback Allocation - $41,080.00

Pennsylvania Department of the Treasury

Congressmen Mike Kelly -Support Letter

**Seminar**

None.

**Treasurer’s Report**

Mr. Bonetti read the list of invoices paid since the last report was read on February 14, 2023. Township Fund: $186,324.81, Fire Tax Fund: $6,918.87, Act 13 Fund: $7,370.49, Municipal Pension: $4,588.04, Police Pension Fund: $3,328.74. Deposits into the various Township Funds totaled $151,887.86. Balances were read as follows: Township Fund: $205,680.63, ARPA Fund: $522,133.74, Fire Tax Fund: $137,949.97, Act 13 Impact Fund: $886,941.88, Municipal Pension Fund: $752,095.23, Police Pension Fund: $1,458,706.55, State Fund: $59,312.93. Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Treasurer’s Report is approved as presented. The motion carried.

**Zoning Department**

Mr. Bonetti read the February 2023 Zoning report.

Penn Township has received a challenge from the Pacific Coast Partners to the Substantive Validity of Zoning Ordinance 173 regarding their proposed development of approximately a 107-acre in the C2 (along Route 8), and RE (along Dinnerbell Road) zoning districts. This matter has been referred to the Township Solicitor and the Zoning Hearing Board Solicitor and will be addressed at the Zoning Hearing Board meeting at 6:00 pm on March 30, 2023, in the Municipal Building meeting room.

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**Police Department**

No report.

**Road Department**

Supervisor Roth discussed the need to hire an additional Public Works Department employee. Supervisor Ward made the motion and Supervisor Roth seconded the motion to advertise for a new Public Works Department employee. The motion Carried.

Supervisor Roth discussed the need to purchase a 4’x8’ forklift work platform basket that will attach to the large front-end loader to lift employees to trim trees, paint, and other tasks. Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase a 4’x8’ forklift work platform basket that will attach to the large front-end loader from Knickerbocker Russell Company for a cost of $3,373.14. The motion Carried.

**Recycling Report**

The 2023 Hazardous Waste Recycling event will be held on September 2, 2023. at the Township Municipal Building.

**Parks and Recreation Department**

Supervisor Roth reported that the Park Committee met on March 9, 2023, with HRG and the Butler County Parks and Recreation representatives to continue the Phase II design development.  Several residents also attended this meeting.

Supervisor Roth displayed and discussed the HRG March 9, 2023, PowerPoint presentation on the TV screen with the consolidated options.

Minutes of this meeting are posted on the Penn Township website [www.penntownship.org](http://www.penntownship.org), under “Documents” in the “2023 Park Minutes” folder.

**Public Relations Department**

**South Butler Community Library update:**

Lori Sterns reported that community programs include Taxes in Retirement, Crafts/Cards for all ages, Chess Club (every Thursday), Book Club (first Thursday of the month), and the Knitting and Crochet club.

Dog licenses may be purchased at the library.

Past events included the Saxonburg Winterfest warming station and a puzzle exchange.

Future events will include a Minigolf fundraiser on April 14th and 15th; Snow cones, a wine-beer truck, a sushi truck, a petting zoo, Girl Scout cookie sales; a Book sale on March 24th; and a basket raffle.

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**Public Relations Department - Continued**

**ARLE Grant - Route 8 at Airport Road Traffic Light Replacement update:**

PennDOT completed its review of the preliminary Trans Associates design submission on February 6, 2023. Trans Associates revised their drawings accordingly and resubmitted them to PennDOT for another review on March 14, 2023.

The revised drawings were displayed on the TV screen and features were explained.

Trans Associates provided a preliminary cost estimate and a draft of the bid documents for review. A schedule update and the necessary property easements were also provided.

Trans Associates anticipates the schedule after PennDOT approval as follows:

Project out to advertisement & bid – 4 weeks

Review bids & approve, low bid & agreement paperwork – 4 weeks

Construction – 10 months

Penn Township approved the PennDOT Traffic Signal Maintenance Agreement, the Worker Protection and Investment Certification, and Resolution no. 553, entitled ARLE Grant for the Traffic Signal Maintenance Agreement on February 14, 2023. PennDOT approved the Maintenance Agreement and Penn Township signed the Traffic Signal Application form TE-160 for the Traffic Signal Permit and the Highway Occupancy Permit.

Minutes of the December 21, 2022 meeting with PennDOT and preliminary drawings are posted on the Penn Township website [www.penntownship.org](http://www.penntownship.org), under “Documents” in the “Route 8 and Airport Road” folder.

**Scout Troop/Pack 53 update:**

Scout Troop 53 is working on First Aid, CPR, Railroad, Conservation, and Camping Skills Merit Badges.

Scout Troop 53 will attend the BC3 Spring Tech Merit Badge Day on March 18, 2023.

Scout Troop 53 will have a May camping trip and a five-mile hike in Cook Forest.

Scout Troop 53 is selling hoagies on April 3rd and a pancake breakfast at the NUMC Pavilion on May 6th.

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**Public Relations Department - Continued**

**Meridian Road Closure update:**

Penn Township and the Penn Township Volunteer Fire Department representatives will meet with PennDOT District 10 representatives to discuss the Meridian Road repair and the Renfrew bridge replacement projects as soon as new information is available.

Minutes of the January 4 and February 8, 2023 meetings are posted on the Penn Township website [www.penntownship.org](http://www.penntownship.org), under “Documents” in the “Meridian Road Update” folder.

**Penn Township Community Day update:**

The Penn’s Men and Penn Township representatives met to discuss the next Penn Township Community Day on June 3, 2023, from 12:00 to 4:00 pm. A planning meeting will be scheduled in the immediate future.

**Pennsylvania State Representative, Aaron Bernstine**

Representative Bernstine held an open house at his new office located at 790 Pittsburgh Road on Thursday, March 2, 2023, from 4:00 to 7:00 pm. Representative Bernstine represents Penn Township in the newly formed 8th District.

Representative Bernstine, Sheriff Slupe, and District Attorney Goldinger will hold a meeting at the Penn Township Municipal Building meeting room for concealed carry permits at 6:30 pm on Wednesday, May 10, 2023.

**Southwest Butler Stormwater Planning Group Update:**

Project schedule:

Quarterly reports July 15, October 15, January 15, and April 15.

Completion December 15, 2026.

Penn Township executed the grant award and the sub-recipient agreement for the Municipal Infrastructure Program Grant on February 15, 2023.

Penn Township’s Engineer, HRG, provided a proposal, dated February 20, 2023, for engineering services to design the stormwater mitigation project at the intersection of Dodds and Rockdale Roads. After a complete scope of work review, the HRG proposal for engineering services to design the stormwater mitigation project at the intersection of Dodds and Rockdale Roads was approved on February 23, 2023. HRG is proceeding with the design and will schedule another meeting as soon as more information is available.

Penn Township’s Engineer, HRG, initiated a traffic count on Dodds Road to determine if we can qualify for a Dirt and Gravel Roads grant. HRG will have a survey crew onsite on March 15, 2023, and will begin the wetland delineation on March 16, 2023.

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**Public Relations Department – Continued**

Supervisor Ward stated that the Pennsylvania Center for Local Government Services has selected the Southwest Butler Stormwater Planning Group as the 2023 Governor’s Award for Local Government Excellence. This award will be presented by Governor Shapiro in Harrisburg on April 12, 2023. Congratulations to the Butler County Municipal Infrastructure Program Grant Planning Group and ten municipalities that received the grant award.

Minutes of the February 9, 2023 meeting are posted on the Penn Township website [www.penntownship.org](http://www.penntownship.org), under “Documents” in the “Stormwater Remediation Project at Dodds and Rockdale Roads” folder.

**Penn Township Impact Fee Committee Update:**

Mr. Bonetti stated that the Traffic Impact Fee Committee met on February 23, 2023, to begin the Traffic Impact Fee update. Gannett Fleming representative, Keith Johnson, provided information to the committee and advised that another meeting will be held in six to eight months to begin reviewing the updated Impact Fee draft.

**Penn Township Comprehensive Plan Update:**

On February 14, 2023, HRG was authorized to prepare a Request for Proposal (RFP) for updating the Penn Township Comprehensive Plan with the intention of soliciting cost proposals.

Penn Township will prepare the Pennsylvania Municipal Assistance Program grant application for the Penn Township Comprehensive Plan update.

**Butler County Municipal Outreach Meeting update:**

Supervisor Ward attended the March 9, 2023, Municipal Outreach meeting. The discussion included the East Palestine train derailment and Butler County’s emergency preparedness; PennDOT and the State Transportation Commission 12-year Projects Plan; the Council of Government - crack sealing machine is available; and the Southwest Stormwater Management Group received the 2023 Excellence in Municipal Government award. The next meeting will be on April 6, 2023. Minutes of this meeting are to be distributed and will be posted to the website.

**Old Business**

None.

**New Business**

The Supervisors discussed Resolution number 555 which was passed last month for the Police Pension Plan entitled “Maintenance of Employees Pension Annuity, Insurance, and Benefit fund or funds”. Resolution number 556 entitled “Amending the Police Pension Plan” amends the effective dates for the payments. Supervisor Ward made the motion and

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**New Business – Continued**

Supervisor Roth seconded the motion to approve Resolution number 556 entitled “Amending the Police Pension Plan” which amends the effective dates for the payments. The motion was approved.

Supervisor Roth discussed purchasing a flag with the Penn Township logo for a cost of approximately $300. Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase a flag with the Penn Township logo for a cost of approximately $300. The motion carried.

Supervisor Roth stated that an anonymous donor purchased a park bench. Supervisor Roth will order a plaque in honor of the women and men who volunteer for the Penn Township Volunteer Fire Department which will be placed on this bench.

Supervisor Roth discussed having HRG provide a traffic count study on Dodds Road for the stormwater management project for a cost of $605. Supervisor Ward made the motion and Supervisor Roth seconded the motion to authorize HRG to provide a traffic count study on Dodds Road for the stormwater management project for a cost of $605. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth stated that the Authority discussed hiring additional Authority personnel and the recently awarded infrastructure grant.

**Audience Participation**

Bill McDonough asked why the Saxonburg Area Authority did not use water meters to charge for the cost of the monthly sewer bill rather than the flat rate charged. Supervisor Roth explained that many areas do not have public water with meters and the SAA decided to use the flat rate billing method to save the cost of water meters and monthly meter readings.

Bill McDonough also asked when PennDOT would pave the Route 8 McBride Hill area. Supervisor Ward stated that PennDOT has advised that this area will be paved in the 2023 paving season.

Joe Gray expressed concern that the Penn Township Impact Fee was a financial burden and deterrent on small businesses planning to locate in the Township. Land Use Administrator, Clinton Bonetti, explained that the Impact Fee was enacted in order that Township residents would not have to pay for road and signal improvements caused by the addition of new homes and new businesses. The Impact Fee is assessed using a formula that predicts the number of trips a new home or a business will take on Township Roads. Supervisor Ward stated that the

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**Audience Participation – Continued**

Impact Fee and other infrastructure revenues are used to fund road maintenance, more than $300,000 in road paving per year, and will be used to partially fund the new approximately $600,000 traffic light at Route 8 and Airport Road.

**Executive Session -** Personnel matter.

**Adjournment**

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

The meeting adjourned at approximately 7:35 p.m.

The next meeting will be held on April 11, 2023, at 6:00 pm in the Penn Township Municipal Building meeting room.

Approved: Respectfully Submitted:

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Samuel M. Ward Clinton Bonetti

Chairman Land Use Administrator

Board of Supervisors Penn Township