Tuesday, May 9, 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., Township Manager, Linda D. Zerfoss, Land Use Administrator, Clinton A. Bonetti, and 9 Township residents and visitors.

**Executive Session**

Supervisor Ward stated that an Executive session was held prior to the meeting at 4:30 pm to discuss personnel matters.

**Minutes – 4/11/23**

Supervisor Ward made the motion and Supervisor Mowry seconded the motion that there being no additions or corrections to the minutes of the meeting held Tuesday, April 11, 2023, they are approved as presented. The motion carried.

**Added Items for Discussion:**

None.

**Correspondence**

The Penn Township Veterans requested a donation for their Memorial Day event on May 28, 2023. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to donate $350.00 to Penn Township Veterans Association for the 2023 Memorial Day event on May 27th from 1:50 to 3:10 pm. The motion carried.

Penn DOT – Letter advising they will be doing Slope Stabilization to mitigate existing slide(s) at various locations along SR 3007 from Railroad Street to Smith Road in Renfrew.

DEP – Letter informing the Township that the coordinator of the DEP’s Vector management “Mosquito” program will start active adult mosquito monitoring and viral monitoring across the State. They will be regularly visiting sewer plants. They urged municipalities to look for areas of standing water or containers filled with stagnant water and if possible, rectify those areas of standing water.

Penn DOT LTAP Information Sheet

PSATS – They request municipalities write letters to PA House Members on House Bill 299 asking them to oppose this HB as it would subject local governments to federal OSHA standards.

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**Correspondence - Continued**

PA DEP – They advised they received Act 537 Planning for the Geibel Subdivision. They determined that the Geible Subdivision is exempt from the requirement to revise the Official Plan for new land development. The development is a 2-lot commercial subdivision located on the North side of Maharg Road, approximately 280 feet east of the intersection of Maharg Road and Pittsburgh Road. The proposed development will be connected to the Saxonburg Area Authority collection system.

Stephenson Equipment Inc. – Invitation to attend their Open House on May 25th.

**Seminar**

None.

**Treasurer’s Report**

Mrs. Zerfoss read the list of invoices paid since the last report was read on April 9, 2023. ARPA Fund: $0.00; Fire Tax Fund: $3,903.31; Capital Savings Fund: $0.00; Act 13 Fund: $6,490.13; Municipal Pension Fund: $3,498.60; Police Pension Fund: $1,266.24; Township Fund: $101,383.81; and State Fund: $0.00.

Deposits into the various Township Funds totaled $341,892.99.

Balances were read as follows:

ARPA Fund: $526,132.95; Fire Tax Fund: $222,136.60; Capital Savings Fund: $322,763.11; Act 13 Impact Fund: $$871,042.77; Municipal Pension Fund: $774,762.53; Police Pension Fund: $1,521,998.72; Township Fund: $439,645.79; and State Fund: $344,739.06. 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 April 2023 Zoning report.

Mr. Bonetti advised that the Butler County Planning Commission had approved the Messmer-Rousseau, Lot Line Revision, and the Kelly Chevrolet Garage Site Plan.

Mr. Bonetti discussed the Messmer-Rousseau Lot Line Revision on Robinson Run Road and Frankstowne Lane. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the Messmer-Rousseau Lot Line Revision on Robinson Run Road and Franks Towne Lane. The motion carried.

On March 30, 2023, the Penn Township Zoning Hearing Board (ZBH) addressed 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. The ZBH will act on this issue on Thursday, May 11, 2023, at 6:00 pm.

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**Police Department**

Mrs. Zerfoss read the Police Report for April 2023.

The Supervisors discussed hiring Jeremy Walters as a full-time police officer. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to hire Jeremy Walters as a full-time police officer at a rate of $31.07/hour. The motion carried.

The Supervisors discussed purchasing a new Dodge Durango AWD Pursuit Vehicle from Diehl Automotive at an approximate cost of $48,000. Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase a new Dodge Pursuit Vehicle at an approximate cost of $48,000. The motion carried.

**Road Department**

The Supervisors discussed purchasing a new Moon Paver at a cost of $4,100. Supervisor Roth stated that he would discuss the Moon Paver with Dan Wible. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to table action on purchasing the Moon Paver.The motion carried.

The Supervisors discussed their meetings with the prospective candidates and agreed to hire another Public Works Department employee Joshua Horstman at an hourly rate of $22.53/hour. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to hire Joshua Horstman as a Public Works Department employee at an hourly rate of $22.53/hour as of May 1, 2023. The motion carried.

**Recycling Report**

The 2023 Hazardous Waste Recycling event will be held on September 2, 2023, from 9:00 am to 1:00 pm. at the Township Municipal Building. Participants are to sign up online. Additional information will be available at a later date.

There will be a tire Recycling Day at the Forward Township Municipal Building on May 13, 2023, from 8:00 am to 1:00 pm.

Staples has a “Free Tech Take Back” program. Staples will recycle electronics every day at no cost.

**Parks and Recreation Department**

Supervisor Roth reported that the Park Committee met on April 19, 2023, with HRG and the Butler County Parks and Recreation representatives to continue the Phase II design development to discuss the HRG updated Phase II plans.  The next steps will include a preliminary estimate, preparation of construction documents, and soliciting bids.

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**Park and Recreation Department - Continued**

The next Park Committee meeting will be held on May 18, 2023, at 6:30 pm in the Penn Township Municipal Building meeting room.

Minutes of all meetings are posted on the Penn Township website [www.penntownship.org](http://www.penntownship.org), under “Documents” in the “2023 Park Minutes” folder as soon as they have been approved by the Park Committee.

**Public Relations Department**

**Scout Troop/Pack 53 update:**

Scout Troop 53 is working on rank advancement. Several Scouts are close to finalizing their Eagle Scout requirements.

Scout Troop 53 members are completing their Salesmanship Merit Badge requirements.

Scout Troop 53 will have a May 19th through 21st camping trip at the Rustic Acres Campground and a five-mile hike in Cook Forest.

Scout Troop 53 will participate in the Penn Township Memorial Day service on May 27th and Penn Township Community Day on June 3rd.

Scout Troop 53 will have Summer Camp at Custaloga Town from July 9th through 15th and a trip to Gettysburg from August 4th through 6th.

Scout Troop 53 is planning the next Eagle Scout Court of Honor.

Scout Troop 683, for our young lady Scouts, is sponsored by American Legion Post 683, located on Route 356.

**South Butler Community Library update:**

The Mini golf event was successful and raised approximately $4,000 including sponsorships, donations, basket raffles, and a wonderful family day with food trucks, vendors, Girl Scouts, and some school clubs.

Thank you for supporting the library fundraiser with the signs. The golf signs can be replaced with standard library signs.   
  
The pavilion construction is nearly complete thanks to donations from Saxonburg Rotary and other matching donations.   
  
The library is having $5 bag sale and free puzzle exchange.  
  
The library is now the election polling location  
  
The library will continue the Thursday Chess Club weekly, monthly book club, weekly story times, knitting groups, Mahjongg players, monthly craft classes, and Master Gardner Classes.

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**South Butler Community Library update - Continued**

On Friday evening May 22nd, the Sip N Stroll event will have snacks available in town at many local businesses, including the library.

On May 24th, the library will be screening the movie The Brooklyn Bridge which was built with wire rope from John Roebling factory in Saxonburg.   
  
All events are free, thanks to donors, including Penn Township.   
  
Books available! Kindles, portable Wi-Fi, and laptops are also available!

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

PennDOT completed a second design review submission on March 29, 2023. Trans Associates addressed some minor comments and resubmitted the drawings to PennDOT for another review on May 2, 2023.

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, Trans Associates, and First Energy representatives met at the traffic intersection on April 12, 2023, to discuss the overhead power locations and service revisions. There are no clearance issues for sidewalk luminaires with the existing power lines and new electrical services will be established for the early warning signs.

Penn Township, Trans Associates, and Brightspeed representatives met at the traffic intersection on May 1, 2023, to discuss the coordination of the overhead communications wiring with the new traffic signal installation. Brightspeed and three other communications companies will complete the planned move of the existing communications lines from two existing poles at the Southwest corner of the intersection to the adjacent First Energy poles. The existing communications poles will then be removed. This work is planned to be completed by the end of June 2023.

Minutes of the meetings 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.

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**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 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 on April 20, 2023, in the Harcrest Park pavilion to discuss the next Penn Township Community Day which is scheduled on June 3, 2023, from 12:00 to 4:00 pm.

Check out the March 30, 2023, Butler Eagle Community Day article.

The next Community Day Committee planning meeting will be held on Wednesday, May 17, 2023, at 10:00 am in the Municipal Building meeting room.

**Pennsylvania State Representative, Aaron Bernstine**

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.

**Penn Township Impact Fee Committee Update:**

Mr. Bonetti stated that the Traffic Impact Fee Committee and Gannett Fleming representative, Keith Johnson, are working on the Impact Fee ordinance revisions and will meet again later this year to update the Impact Fee draft.

**Penn Township Comprehensive Plan Update:**

Penn Township is advertising a Request for Proposal (RFP) for updating the Penn Township Comprehensive Plan to solicit cost proposals. Proposals are to be submitted no later than May 18, 2023.

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

update.

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**Butler County Municipal Outreach Meeting update:**

The Butler County Municipal Outreach meeting on May 4, 2023 discussion included: a Community Health Update presented by Dr. David Rottinghaus, BHS Chief Medical Officer, a Primary Election update presented by Chantell McCurdy, Election Bureau Director, and a County Spotlight presented by Lance Welliver, Parks, and Recreation Director.

The next meeting will be on June 8, 2023. A video of the Municipal Outreach Meeting held on May 4, 2023, may be viewed at the Butler County website.

**Municipal Water Authority of Adams Township (MWAAT)Update:**

The MWAAT contractor for the waterline extension along Route 8 between Airport Road and Larchwood Drive will resume their restoration work in the immediate future.

MWAAT will be seeking a grant to continue their waterlines beyond the Route 8 and Larchwood Road intersection into the High Meadow and Thorn Ridge development areas.

**Butler Eagle Update:**

Reporter Paula Grubbs, a Penn Township resident is now the Community Editor. Will Pitts will be covering Penn Township meetings.

**Southwest Butler Stormwater Planning Committee**

Project schedule:

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

Completion December 15, 2026.

Penn Township’s Engineer, HRG, completed the Dodds Road traffic count, site survey, base map, and a wetlands study and report. A preliminary plan with profile and cross-sections was provided on May 9, 2023, for our review and comments. Penn Township, HRG, and utility company representatives will meet on May 23, 2023, to review the plans.

The Southwest Butler Stormwater Planning Committee will meet again on May 11, 2023.

Minutes of the meetings 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.

**Old Business**

None.

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**New Business**

The Supervisors discussed granting approval to remove nine abandoned mobile homes listed from the Mandell Trails to allow for nine new mobile homes to be constructed. Manager Zerfoss stated that she had received approvals for tax abatement from the Township Solicitor and the Knoch School District to proceed. Supervisor Roth made a motion and Supervisor Ward seconded the motion to grant approval to remove nine abandoned mobile homes listed from the Mandell Trails to allow for nine new mobile homes to be constructed. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth reported that the Authority conducted general business, discussed the audit report, and discussed hiring additional employees.

**Audience Participation**

Lori Stearns asked where Mandel Trails is located. Mrs. Zerfoss replied it is the Port-O-Call mobile home park.

Sgt. Cranmer updated the Board on the new police program and stated we are on the waiting list for e-ticketing.

**Adjournment**

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

The meeting adjourned at approximately 6:50 p.m.

The next meeting will be held on June 13, 2023, at 6:00 pm in the Penn Township Municipal Building meeting room.

Approved: Respectfully Submitted:

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Samuel M. Ward Linda D. Zerfoss

Chairman Township Manager

Board of Supervisors Penn Township