Tuesday, August 8, 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 3 Township residents and visitors. Township Manager, Linda D. Zerfoss, was not present.

**Minutes – 7/11/23**

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, July 11, 2023, they are approved as presented. The motion carried.

**Added Items for Discussion:**

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

* Allegheny County League of Municipalities $350

**Correspondence**

1. PSATS – News Bulletin July 2023.
2. Butler County Commissioners – Leslie A. Osche and Kimberly D. Geyer – PTVFD Maga Curse at the airport.
3. Armstrong – Increase in fees.
4. Cleveland Cliffs Down Stream Notification.
5. HRG – Application for Dodds Road Realignment and Streambank Restoration.
6. PA One-Call rate increase.

**Seminar**

* PSATS Regional Forums held on August 29 at the Hilton Garden Inn in Cranberry Township.
* PSATS presenting “Duties of a Zoning Hearing Board held on September 6 at Clinton Township Municipal Building.
* PENNBOC Region 6 Training held on August 24 at Collier Township Community Recreation Center.
* Energy Code Training held on September 12 at the Courtyard Pittsburgh North.
* Stormwater workshop for Municipal Officials at the Buffalo Creek Nature Park on August 30, 2023.

Supervisor Mowry made the motion and Supervisor Roth seconded the motion that all involved wishing to attend these seminars be authorized to do so. The motion carried.

Tuesday, August 8, 2023

**Treasurer’s Report**

Mr. Bonetti read the list of invoices paid since the last report was read on July 11, 2023. ARPA Fund: $0.00; Fire Tax Fund: $2,061.29; Capital Savings Fund: $182,108.42; Act 13 Fund: $1,572.16; Municipal Pension Fund: $2,958.60; Police Pension Fund: $991.24; Township Fund: $160,341.20; and State Fund: $0.00.

Deposits into the various Township Funds totaled $270,119,61.

Balances were read as follows:

ARPA Fund: $530,425.20; Fire Tax Fund: $230,778.34; Capital Savings Fund: $325,580.85; Act 13 Impact Fund: $1,037,884.90; Municipal Pension Fund: $800,514.67; Police Pension Fund: $1,598,623.82; Township Fund: $341,058.47; and State Fund: $347,551.48. 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 July 2023 Zoning report.

**Police Department**

Mr. Bonetti read the Police Report dated, July 2023 and the Semi-Annual Police Report dated 2023.

The Supervisors discussed removing Senior Patrolman, Jeremy Walters, from the 60-day probation period. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve removing Senior Patrolman, Jeremy Walters, from the 60-day probation period. The motion carried.

The Supervisors discussed interviewing candidates for a part-time patrolman position. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve interviewing candidates for a part-time patrolman position.The motion carried.

**Road Department**

Supervisor Roth stated that the 2023 road sealing project was in progress and that Russell Standard was doing a good job. Once the roads are sealed, the loose stone aggregate will be swept off the roadway and some roads will receive a “lockdown” oil to help retain the stone aggregate.

Supervisor Roth stated that McCandless Ford advised that the new Ford F600 truck ordered in January 2023, cannot be produced in blue as ordered. Supervisor Roth will continue to address this issue with McCandless Ford.

Tuesday, August 8, 2023

**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 later.

Staples has a “Free Tech Take Back” program. Staples will recycle electronics every day at no cost. TVs are not accepted.

**Parks and Recreation Department**

Supervisor Roth reported that Penn Township, Butler County Parks and Recreation, HRG, and DCNR representatives met on July 13, 2023, to discuss the Harcrest Park, Option #2 scope of work. Refer to the minutes of this meeting.

HRG is continuing the project permitting and design.

Supervisor Roth reported that the new Park Committee member, Theodosia Regal, has been raising native pollinator plants that can be planted in wet and dry areas of Harcrest Park. HRG is preparing a plan that will designate areas for the pollinator plants in the park. Theodosia Regal will donate and plant these pollinators in the Fall.

The next Park Committee meeting will be held on October 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 attended Summer camp at Custaloga and a Merit Badge Academy. All Scouts earned between four and seven merit badges.

Scout Troop 53 attended a camping trip to Valley Forge Park.

Our Moraine Trails Council is celebrating its 50th anniversary.

Scout Troop 53 held a Court of Honor for three new Eagle Scouts, Hayden Hughes, Nicholas Kristoff, and Austin Tallarico. Congratulations to these young men.

Tuesday, August 8, 2023

**South Butler Community Library update:**

The Penn Township South Butler Community Library representative, Lori Sterns, reported that the Summer reading program wrapping up and Fiesta Finale is set for August 12, 2023.

Weekly events continue including the Video Gaming Club for teens, the knitting club, Mah Jong players, and the chess club for all skill levels.

The Book Club meets at 7:00 pm on the first Thursday of each month.

Special events include “Ask NASA” on August 10th, "Composting" with Kathy Allen on August 29th, and "Winterizing your garden for pollinators" by Mary Alice Koenekel on October 10th.

The library is collecting great basket items from area businesses and will begin selling raffle tickets at Saxonburg Mingle on Main.

The library’s annual Booktoberfest is scheduled for October 22nd at Armstrong Farms with delicious German food from Stephen’s Catering (Porky’s Smokehouse.

Remember that library cards are free and you can borrow books in person, or electronic downloads with the Libby App to your Kindle, as well as audiobooks and even movies through Hoopla.  You can also join other libraries throughout Pennsylvania.

Events and services are always free, and if you have not stopped by lately-come in during our expanded hours of 10-7 to see what is new.

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

PennDOT completed a third design review submission on May 24, 2023. Trans Associates has addressed some minor comments and has resubmitted the drawings to PennDOT for another review.

The Penn Township Solicitor is preparing three ROW easements which will be submitted to PennDOT for approval. This may be the last requirement before PennDOT agrees to allow the bidding phase.

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 will meet with PennDOT on June 14, 2023, to receive an update.

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.

Tuesday, August 8 , 2023

**Meridian Road Closure update:**

Penn Township representatives met with PennDOT District 10 representatives on June 14, 2023.

The Meridian Road repair design is continuing and the project is awaiting funding.

The Renfrew bridge replacement has been rescheduled for 2025.

The Route 8 McBride Hill repaving project is currently nearing completion. Additional Route 8 paving resurfacing will be two to three years in the future.

Penn Township representatives will meet with PennDOT District 10 representatives on August 9, 2023.

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 Board of Supervisors and Penn’s Men group will choose a date for the 2024 Community Day event early in 2024.

**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:**

HRG is preparing an online survey, a printed survey hard copy, and a printed flyer that promotes this survey.

The Penn Township Comprehensive Plan Committee will meet with HRG on August 22, 2023, to review their progress on the plan, background information, and a Trends Report.

**Butler County Municipal Outreach Meeting update:**

The Butler County Municipal Outreach meeting on August 3, 2023, discussion included: Dr. Belinda Richardson, Provost and Vice President for Academic Affairs, provided a Community Spotlight on BC3 presented by, Mark Gordon provided an update on the Broadband and Recomplete Initiatives and the proposed update to the Butler County SALDO.

The next meeting will be on October 5, 2023. Videos of the Municipal Outreach Meetings may be viewed at the Butler County website.

Tuesday, August 8, 2023

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

The MWAAT contractor for the waterline extension along Route 8 between Airport Road and Larchwood Drive has resumed their restoration work. However, some restoration remains incomplete.

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.

**CDBG funds.**

The Supervisors discussed using Community Development Block Grant (CDBG)funds to demolish an abandoned and unsafe property at the intersection of Old Plank and Mushrush Roads.

**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, is continuing permit and design work. Utility company representatives have developed a plan to move the overhead wiring to accommodate the new roadway alignment.

HRG provided the following project schedule: (allowance for rebidding)

Permit Application Submission August 2023.

Advertise for bids on September 12, 2023.

Open bids on October 3, 2023.

Re-advertise for bids on October 10, 2023.

Re-open bids on November 7, 2023.

Notice of Intent to Award on November 14, 2023.

Contract to be executed on December 15, 2023.

Anticipated Permit Approval on March 2024.

Notice to Proceed (following permit approval) on April 2024.

Construction Completion on December 15, 2026.

The Southwest Butler Stormwater Planning Committee will meet again on August 9, 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.

**Audubon Society of Western Pennsylvania**

Supervisor Roth advised that the Audubon facility will host a Picnic in the Park event on August 10, and September 14, 2023.

Refer to the Audubon Society website for their schedule of Summer events. <http://aswp.org/events>

Tuesday, August 8, 2023

**PennBID**

Penn Township and its engineers will use the PennBID services for competitive bidding grant projects and annual paving projects. PennBID will manage the complete bidding process, including managing bid documents, advertisement of bids, and summary of bids.

Penn Township has received log-on and training information for the PennBID system use.

**Route 228 Construction**

On July 27, 2023, The Balls Bend Safety Improvement Project, Route 228 traffic was rerouted over the new bridge. Once crossing the new bridge while driving East, it will be reconnected to the existing Route 228 after traveling a short distance.

On July 31, 2023, Harbison Road will be closed and no longer have access to Route 228. Then, the contractor will have 42 days to complete the new road in that area.

Officer Edward Brooks Drive will reconnect to Route 228 before school starts.

**Old Business**

None.

**New Business**

The Supervisors discussed the HRG proposal, dated July 21, 2023, in the amount of $2,460.00, to prepare the Penn Township Pennsylvania Municipal Assistance Program (MAP)grant application for the Penn Township Comprehensive Plan update. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the HRG proposal, dated July 21, 2023, in the amount of $2,460.00, to prepare the Penn Township Pennsylvania Municipal Assistance Program (MAP)grant application for the Penn Township Comprehensive Plan update. The motion carried.

The Supervisors discussed Resolution Number 557, entitled “Fair Housing” for Penn Township. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve Resolution Number 557, entitled “Fair Housing” for Penn Township.The motion carried.

The Supervisors discussed submitting the Butler County Use Fee Grant application in the amount of $50.000.00. The Use Fee Grant Program is made possible by Butler County’s adoption of the $5.00 Local Use Fee on motor vehicle registrations, as authorized by Act 89 of 2013.

Supervisor Mowry made the motion and Supervisor Roth seconded the motion to submit the Butler County Use Fee Grant application in the amount of $50.000.00. The motion carried.

Tuesday, August 8, 2023

**New Business-Continued**

The Supervisors discussed appointing representatives to the Comprehensive Plan Update committee. Supervisor Roth made the motion and Supervisor Ward seconded the motion to appoint Michael Walsh, Cheryl Hughes, Gary Anderson, Eric Mockenhaupt, Charles McCall, and Brandon Rau, to the Comprehensive Plan Update committee. Additional members may be added to this committee in the future. The motion carried.

The Supervisors discussed joining the Allegheny County League of Municipalities. Supervisor Ward made a motion and Supervisor Mowry seconded the motion to join the Allegheny County League of Municipalities at a cost of $350.00. The motion carried.

**Act 537 – Saxonburg Authority**

Supervisor Roth stated that the Authority discussed their grant funding.

The Authority also discussed repairs to approximately 1.5 miles of force main piping which is continuing to rupture. This piping has been found to be defective and will be relined or replaced.

The Authority will continue replacing sewer lines in Saxonburg.

**Audience Participation**

Nancy Swisher asked what to do with the old recycling bins. Mr. Ward stated that she can use it for anything. She also asked if Vogel Disposal is charging for the use of their recycling can. Supervisor Ward stated that Vogel Disposal is not charging an additional fee.

**Executive Session – Personnel matters.**

**Adjournment**

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

The meeting adjourned at approximately 7:20 pm.

The next meeting will be held on September 12, 2023, at 6:00 pm in the Penn Township Municipal Building meeting room.

Approved: Respectfully Submitted:

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Samuel M. Ward Clinton A. Bonetti

Chairman Land Use Administrator

Board of Supervisors Penn Township