



**2024**  
**Penn Township, Butler County**  
**Board of Supervisors Meeting**  
**157 East Airport Road**  
**Butler, PA 16002**

**Agenda 2/13/24**

**Meeting No. 2 of 2024**

Present:

- |   |  |
|---|--|
| <input type="checkbox"/> Sam Ward, Chairman<br><input type="checkbox"/> Doug Roth, Vice Chairman<br><input type="checkbox"/> Bert Mowry, Supervisor | <input type="checkbox"/> Linda Zerfoss, Township Manager<br><input type="checkbox"/> Clinton Bonetti, Zoning Department<br><input type="checkbox"/> Police Department, _____ |
|---|--|

1. Call meeting to order.
2. Minutes of January 9, 2024, Board Meetings?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
3. Correspondence
  - PA DEP – Shadow Ridge Development Act 537 Planning Exemption
  - Penn Township Auditor Report
  - Thank you letter from Aaron Bernstine
  - Penn DOT – Moving Forward Newsletter
  - Peoples Natural Gas
  - Armstrong - New Rates
  - PSATS Trustees
  - Core Environmental Services, Inc.
  - Shields Asphalt Paving
  - Penn Energy Resources
  - Consolidated Communications
  - Penn Partners Development, LLC -Penn Dot Highway Occupancy Permit
  - Letter to Butler County concerning Dodds Road Realignment and Streambank Stabilization.
  - UMH PA Mandell Trails LLC..
4. Seminars
  - Pennsylvania 811 - Excavator Training held on April 11, 2024, from 7:30 am to 10 am at the Highfield Community Center in Butler, PA.

Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
5. Treasurer’s Report
  - Invoices paid; Revenues received.

\*\*General Fund Checking, Fire Tax Checking, State Fund Checking, Non-Uniformed Pension Fund, Police Pension Fund, Township Savings Fund, ARPA Fund, Act 13 Fund



- Treasury Report Fund Totals  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?

**6. Zoning Report**

- January 2024 Zoning Report
- Penn Township Planning Commission has been working on Zoning Ordinance Updates and a new Junk and Rubbish Ordinance.
- Motion to receive advice from Solicitor Matthew Marshall or Anthony Cosgrove for information on PA Code Chapter 451, regarding junk vehicles as opposed to junk yards?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?

**7. Police Report**

- 2023 Annual Police Reports
- December 2023 and January 2024 Police Report
- Motion to hire Ibis Tech to place Penn Township graphics on the new police vehicle from Evans City/Seven Fields?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to place the old Police Car (Ford Expedition) on MuniBid once the Township receives the 2024 Dodge Durango in April?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?

**8. Road Department Report**

- Mushrush Road Guide Rail
- Moon Paver
- Motion to purchase a new tractor and boom mower?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Discussion on hiring an additional public works employee.

**9. Recycling Report**

- Penn Township Recycling date is September 7, 2024.

**10. Parks and Recreation**

- Motion to apply for the 2024 Park Renovation/Development Program Project Application?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to Approve Resolution 566, entitled “Butler County Parks and Renovation/Development Program?”  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Penn Township Engineer, HRG, and Butler County Department of Parks and Recreation.
- January 10 Penn Township Park, and January 24 Penn Township Park Committee updates.
- Motion to authorize HRG to prepare cost proposals for DCNR and DCED/GTRP grant applications.  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to update park bench cost?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?



- Motion to discontinue the park-donated tree program?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- The next Park committee meeting will be held on April 24, 2024 at 6:30 p.m.

#### **11. Public Relations**

- Scout Troop/Pack 53 update
- South Butler Community Library update
- Butler Library update
- ARLE Grant-Route 8 at Airport Road traffic light update
- Meridian Road closure update
- Meridian Road Bridge
- Penn Township Community Day update
- Penn Township Impact Fee Committee update
- Penn Township Comprehensive Plan update
- Butler County Municipal Outreach Program
- Municipal Water Authority of Adams Township (MWAAT)
- CDBG funds

#### **12. Stormwater Management Committee**

- Southwest Butler Stormwater Planning Committee

#### **13. Audubon Society of Western Pennsylvania**

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#### **14. Penn Bid**

#### **15. Penn Men**

#### **16. Old Business**

- Advertisement for the Administrative Assistant was placed in the Butler Eagle.
- Completed agreement with M&B Services L.L.C.
- Completed agreement with Dillon, McCandless, King, Coulter, and Graham L.L.P.
- Advertisement for fuel purchase was placed in the Butler Eagle.
- Brian Farrington of Charleton Law was appointed as the Penn Township Zoning Hearing Board Solicitor.
- Anthony Cosgrove and Matthew Marshall for Dillon, McCandless, King, Coulter, and Graham L.L.P. were appointed as the Solicitor for Penn Township.

#### **17. New Business**

- Motion to approve additional services from the Public Partners Program letter, including the Public Works Department and Other non-uniformed employee manual updates?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?



- Motion to retain Bartlett Tree Experts for \$3,882.50 to maintain the trees at 157 East Airport Road?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Penn DOT Act 14 Notification letter for Bridge on Renfrew Road
- List of unpaid County, School, and Township property taxes.
- Skadden, Arps, Slate, Meagher, and Flom L.L.P.
- Motion to retain Majestic Lawn Care to mow Renfrew Park for \$132 per mow?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to acquire storage carts for meeting room folding tables and chairs and purchase a fireproof lockable 4-drawer file cabinet for the Tax Collector?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to investigate a movable auto-focus camera for the meeting room television screen and a sound system for the Community Day events?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?
- Motion to retain HRG for replacement or piping and catch basins on Old Plank Road?  
 Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?

**18. ACT 537 – Saxonburg Authority**

- Monthly Report

**19. Audience Participation**

**20. Executive Session**

**21. Adjournment**

- Motion by \_\_\_\_\_  2<sup>nd</sup> by \_\_\_\_\_  Discussion?