

Tuesday, January 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 5 Township residents and visitors.

Minutes - 12/12/23 and January 2, 2024

Supervisor Ward made the motion and Supervisor Roth seconded the motion that there being no additions or corrections to the minutes of the meetings held on Tuesday, December 12, 2023, and Tuesday, January 2, 2024, they are approved as presented. The motion carried.

Correspondence

- Cleveland Cliffs, Inc. - Annual Downstream Notification
- Gateway Engineers - Preliminary PRD NPDES for Shadow Ridge
- PSATS - News Bulletin, December 2023
- Audubon Society News Bulletin, Winter 2024
- Butler County Bureau of Election - Notice Presidential Primary election is April 23 and Presidential General election is November 5, 2024

Seminars

- Penn BOC Region 6 Training Event will be held on February 8 at the Findlay Township Building.

Supervisor Ward 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.

Treasurer's Report

Mrs. Zerfoss read the list of fund balances as follows:
ARPA Fund: \$518,566.95; Fire Tax Fund: \$145,852.92; Capital Savings Fund: \$317,769.14; Act 13 Impact Fund: \$872,556.24; Township Fund: \$231,822.71, and State Fund: \$89,815.09. The summary of invoices paid and deposits are not available until the accounting system is reset for 2024.

Supervisor Roth made the motion and Supervisor Ward seconded the motion that the Treasurer's Report be approved as presented. The motion carried.

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Zoning Department

Mr. Bonetti read the December 2023 Zoning report.

The Supervisors discussed the Shadow Ridge Traditional Residential Development (TRD) off Penn Drive. Penn Partners Development LLC is proposing the development of 24 single-family lots in the R1 Zoning District. The project will include the construction of the lots, stormwater facilities, a public road with cul-de-sac, and utilities with access from Penn Drive.

Supervisor Ward made the motion and Supervisor Mowry seconded the motion that the Shadow Ridge TRD off Penn Drive be approved with the conditions as follows:

- Comply with all requirements listed in the HRG review letter dated December 27, 2023.
- The Penn Township Planning Commission recommended approval and the Board of Supervisors approved the waiver request for the cul-de-sac length of 1,790 linear feet. The Zoning Ordinance limits the length of the roadway to 800 linear feet.
- The Board of Supervisors agreed that any sidewalk installation is at the developer's discretion. The Zoning Ordinance requires sidewalks.
- The plan must comply with all Municipal Planning Code (MPC) requirements.

The motion carried.

Police Department

The Supervisors discussed amending Patrolman Zarnick's hourly rate from \$22.84 to \$29.35. The hourly rate approved at the Organization Meeting was incorrect. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to amend Patrolman Zarnick's hourly rate from \$22.84 to \$29.35. The motion was approved.

Road Department

No Report.

Recycling Report

No Report.

Parks and Recreation Department - Harcrest Park Phase II

The Penn Township Engineer, HRG, is developing the permit and construction documents with the close collaboration of the Penn Township Park Committee and the Butler County Department of Parks and Recreation.

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Parks and Recreation Department -Harcrest Park - Continued

Penn Township and HRG representatives will meet on January 10, 2024, at 10:30 a.m. in the Municipal Building meeting room to review the site grading and stormwater drainage plans.

The next Park Committee meeting will be held on January 24, 2024, at 6:30 p.m. in the Municipal Building meeting room.

Minutes of all meetings are posted on the Penn Township website www.penntownship.org, under "Documents" in the "2023 Park Minutes" folder as soon as they have been approved by the Park Committee.

Public Relations

Scout Troop/Pack 53 update:

Scout Troop 53 is working on their Scout book review, including cooking, safety, and fire safety.

Scout TJ Wilson earned his Eagle Scout badge on January 8, 2024.

South Butler Community Library update:

No Report.

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

A Pennsylvania Automated Red-Light Enforcement (ARLE) grant was awarded to replace the existing traffic lights, add left turning lanes on North and South bound Route 8, add pedestrian crossings, add additional signage, and add area lighting.

Penn Township has submitted a Butler County Use Fee grant application for up to \$50,000 to help fund this project.

PennBID completed the bid process on December 19, 2023.

The results are as follows:

Bronder Technical Services, Inc.... \$516,178.84

M and B Services, L.L.C..... \$496,162.88

Power Contracting Company..... \$513,513.00

Traffic Control & Engineering..... \$507,391.35

Trans Associates estimate..... \$511,239.00

Trans Associates has reviewed these bids and recommended approval to M and B Services, L.L.C. in the amount of \$496,162.88.

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ARLE Grant - Route 8 at Airport Road - Continued

The project schedule is as follows:

Project bids due - December 19, 2023

Review bids and approve, low bid & agreement paperwork - January 9, 2024

Construction - 10 months

Minutes of the meetings with PennDOT and preliminary drawings are posted on the Penn Township website www.penntownship.org, under "Documents" in the "Route 8 and Airport Road" folder.

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Meridian Road Closure and Renfrew Bridge update:

No Report.

Minutes of the meetings are posted on the Penn Township website 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:

No Report.

Penn Township Comprehensive Plan Update:

The Comprehensive Plan Update Committee met on December 6, 2023. HRG is currently working on Phase 1 of the plan which includes visioning, outreach, needs assessment, and strategy development. Phase 1 will be completed by November 2023. Phase 2 will include plan development, capacity building, and implementation. Phase 2 will be completed by August 2024. Committee meetings, work sessions, and progress updates will be provided during the plan development.

Penn Township submitted the Pennsylvania Municipal Assistance Program (MAP) grant application requesting up to fifty percent of the Comprehensive Plan Update cost. This grant application includes a project overview, budget, narrative, and schedule.

HRG conducted a Comprehensive Plan Update meeting with three Stakeholder Focus Groups on January 11, 2024.

The next committee meeting will be on February 7, 2024, at 6:30 p.m. in the Municipal Building meeting room.

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Butler County Municipal Outreach Meeting update:

The Butler County Municipal Outreach meeting on January 9, 2024, discussion included:

- The U.S. Environmental Protection Agency Office of Public Affairs representatives provided information on the Hranica Landfill and the Bruin Lagoon Superfund sites.

The next meeting will be on February 6, 2024. Videos of the Municipal Outreach Meetings 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. Some paving restoration remains incomplete. PennDOT, MWAAT, and Penn Township representatives met on October 12, 2023, to review the soil erosion and paving issues that remain incomplete. A plan is being developed to complete the restoration in the Spring of 2024.

Larchwood Drive residents are still interested in the MWAAT water service and are looking for grant funding.

Other older developments face the same high-cost issue for new water service. When their housing plans were developed, individual wells and water treatment facilities were installed that provided limited water quantity and quality. Now they are faced with abandoning these systems and the high cost of water service.

New housing plans will utilize the MWAAT water system and this cost and other infrastructure costs will be included in their property cost.

MWAAT has access low interest financing through the Butler County Infrastructure Bank.

CDBG funds.

Penn Township will use Community Development Block Grant (CDBG) funds to demolish an abandoned and unsafe property at the intersection of Old Plank and Mushrush Roads.

The Butler County Housing and Redevelopment Authority has grant funding available to homeowners for Owner-Occupied Rehabilitation projects. Eligibility is also income-based and other grant guidelines.

If you or someone you know has a home renovation project and meets the grant eligibility requirements, please contact the Butler County Housing and Redevelopment Authority representatives, Ricky Houk or Martha Brown.

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Butler County Tax Collection Committee

No report. The committee will meet again in March 2024.

Southwest Butler Stormwater Planning Committee

Penn Township's project is the Dodds Road Realignment and Streambank Stabilization Project.

A contract for the Dodds Road realignment was awarded to CRS Contracting, LLC, from Cabot.

A contract for the Streambank Stabilization which includes erosion control and aquatic habitat improvements in Thorn Creek has been awarded to Phil Hay and Sons Excavating.

Project schedule:

Quarterly reports..... July 15, October 15, January 15, and April 15.
Permit Application Submission..... August 2023.
Advertisements for bids were completed on..... September 12, 2023.
Bids were open on..... October 5, 2023.
Notice of Intent to Award on..... October 10, 2023.
Contract executed..... November 14, 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 met on December 7, 2023.

Minutes of the meetings are posted on the Penn Township website www.penntownship.org, under "Documents" in the "Stormwater Remediation Project at Dodds and Rockdale Roads" folder.

Audubon Society of Western Pennsylvania

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

PennBID

PennBID handled the bidding for the traffic light replacement at the intersection of Route 8 and Airport Road. Four very competitive bids will be received on December 19, 2023.

Old Business

None.

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New Business

Mrs. Zerfoss reported the auditors set the new rate for working Supervisors at \$38.54/hour at their Penn Township Auditor's Organization meeting January 3, 2024.

The Supervisors discussed advertising the hiring of a full-time Administrative Assistant. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the advertising the hiring of a full-time Administrative Assistant. The motion was approved.

The Supervisors discussed issuing a Notice of Intent to Award the Contract for the Penn Township Traffic Light Replacement at Route 8 and Airport Road to M and B Services, L.L.C. from Clarion, PA in the amount of \$496,162.88 along with a draft Agreement and Bond and Insurance forms. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to issue a Notice of Intent to Award the Contract to M and B Services, L.L.C. from Clarion, PA in the amount of \$496,162.88 along with a draft Agreement and Bond and Insurance forms. Penn Township will execute this completed Agreement. The motion carried. Trans Associates will prepare these documents.

The Supervisors discussed authorizing the procurement of additional tables and chairs for the meeting room. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve the procurement of additional tables and chairs for the meeting room. The motion was approved.

The Supervisors discussed retaining HRG for the replacement of approximately twenty-five stormwater underdrains and catch basins on Old Plank Road. The replacement will require hiring a traffic control service while the work is proceeding. Supervisor Roth made the motion and Supervisor Ward seconded the motion to request that HRG provide a proposal for engineering services for the stormwater piping and catch basins on Old Plank Road. The motion was approved.

The Supervisors discussed Resolution No. 565 to provide the Southwest Butler Planning Group participation and support in the amount of \$2,500.00. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve Resolution No. 565 to provide the Southwest Butler Planning Group participation and support in the amount of \$2,500.00. The motion was approved.

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Act 537 - Saxonburg Authority

Supervisor Roth stated that the Authority discussed the recent rate increase.

The Saxonburg Area Authority (SAA) recently enacted a rate increase on metered and flat-rate customers for treating wastewater within their system.

The SAA sent out an email that provided a detailed history of the SAA wastewater treatment facilities, an explanation for the rate increase, and a summary of recent rate increases in neighboring communities.

The SAA's work in developing new customers, in-house abating stormwater infiltration, maintenance, and repairs, has been a huge factor in holding down costs.

The abatement of stormwater infiltration has maintained the capacity of the treatment facility and extended the need for treatment expansion down the road for many years.

Page 4 of the attached SAA Justification of Rate Increase states "The table above illustrates how incredibly effective the Authority's efforts have been removing stormwater from the sanitary sewer system...while increasing its active customers by approximately 1,100 (32%) over the past 15 years. Today, the sewage treatment plant has a 25% flow reduction from 2008, even though our customer base has increased 32%..."

Supervisor Roth stated that 60% of the SAA budget is the cost of debt service for the

Many of you may not remember the Penn and Middlesex Township struggled to find an affordable wastewater treatment solution from the late 1980s to the mid-2000s to satisfy the Pennsylvania Department of Environmental Protection (PA DEP) mandate to provide wastewater treatment.

Then, the SAA developed a mutually beneficial plan for their original treatment area and Penn and Middlesex Townships.

We applaud these efforts for providing affordable wastewater treatment and protecting the environment.

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Audience Participation

Nancy Swisher questioned the location of the proposed Shadow Ridge Development. Supervisor Roth and Land Use Administrator Bonetti stated that it is located between Steppland and Penn Drive on the West side of Route 8.

Nancy Swisher questioned the cost of the traffic light replacement at Route 8 and Airport Road. Supervisor Ward explained the grant and infrastructure funding.

Adjournment

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

The meeting adjourned at approximately 6:31 p.m.

The next Board of Supervisors meeting will be held on February 13, 2024, at 6:00 p.m. in the Penn Township Municipal Building meeting room.

Approved:

Respectfully Submitted:

Samuel M. Ward
Chairman
Board of Supervisors

Linda D. Zerfoss
Township Manager
Penn Township