

Tuesday, July 9, 2024

The Penn Township Board of Supervisors met this evening at 6:00 p.m. in 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, Administrative Assistant, Nicole Tempalski, and 18 Township residents and visitors.

Minutes - June 11, 2024, Board Meeting:

Supervisor Ward made the motion and Supervisor Mowry seconded the motion that with no additions or corrections to the minutes of the meeting held on Tuesday, June 11, 2024, they are approved as presented. The motion was approved.

The Supervisors met with their consultants in an informational session on July 9, 2024, to discuss the Township Information Technology system and cybersecurity protocols, the integration of the proposed License Plate Reader (LPR) cameras at the Route 8 and Airport Road intersection, the Geographic Information System (GIS), and the policy and procedures update. Proposed recommendations were provided.

Correspondence

- Act 13 2023 Disbursements
- PSATS News Bulletin-May/June 2024
- Butler County Conservation District-Mandell Trails NPDES Permit
- Tree & Shrub Care from Bartlett Tree Experts Newsletter

Seminars

- None.

Treasurer's Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on June 11, 2024. ARPA Fund: \$0.00; Fire Tax Fund: \$19,435.15; Capital Savings Fund: \$0.00; Act 13 Fund: \$17,881.23; Township Fund: \$221,916.10; and State Fund: \$0.00. Deposits into the various Township Funds totaled \$.

Balances were read as follows: ARPA Fund: \$558,295.51; Fire Tax Fund: \$239,290.34; Capital Savings Fund: \$190,817.76; Act 13 Impact Fund: \$950,652.83; Township Fund: \$304,077.58, and State Fund: \$442,471.52. Mrs. Zerfoss reported that Act 13 disbursement in the amount of \$113,980.18 was inadvertently deposited in the State Fund account. This will be transferred to the Act 13 Impact Fund in the immediate future. Supervisor Mowry made the motion and Supervisor Roth seconded the motion that the Treasurer's Report be accepted as presented. The motion carried.

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Zoning Department

Land Use Administrator, Clinton Bonetti, read the June 2024 Zoning Reports.

Police Department

Township Manager, Mrs. Zerfoss, read the June 2024 police and Semi-annual reports.

Mrs. Zerfoss advised that the 2010 Ford Expedition police car had been sold for \$5,000.00.

The Supervisors discussed the Ibis Emergency Vehicles proposal, dated June 20, 2024, for applying updated graphics on the 2017 Ford PIU for \$1,250.00. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the Ibis Emergency Vehicles proposal, dated June 20, 2024, for applying updated graphics on the 2017 Ford Police Interceptor Unit #1 (PIU) for \$1,250.00. The motion was approved.

Road Department

The Supervisors discussed the approval of the Jim Kriley Sales and Service proposal, dated June 6, 2024, to replace the oil pan on the 2015 Peterbilt Dump Truck #8 for a cost of \$1,614.73. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the Jim Kriley Sales and Service proposal, dated June 6, 2024, to replace the oil pan on the 2015 Peterbilt Dump Truck #8 for a cost of \$1,614.73. The motion was approved.

The Supervisors discussed the Elliott Tire Service proposal for purchasing four tires for the F350 Ford pickup truck for a cost of \$1,122.00. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve purchasing four tires for the F350 Ford Pickup truck from Elliott Tire Service for a cost of \$1,122.00. The motion was approved.

Supervisor Roth discussed the 2024 Penn Township road paving program, including the Penn Township Municipal building parking lot, driveway, and wedge curb and seal coating Mushrush, Morgan, Welsh, and Three Degree (from Monroe to Brownsdale) Roads.

Recycling Report

Mrs. Zerfoss has scheduled the Penn Township 2024 recycling event on September 7, 2024. Additional details are available on the Penn Township website front page www.penntownship.org. Residents must register online. Last year, 179 Penn Township residents brought in a total of 21,012 pounds (10.5 tons) of electronics and Household Hazardous Waste (HHW).

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Parks and Recreation Department - Harcrest Park Phase II

The Penn Township Engineer, HRG, resubmitted the NPDES application and received additional comments from the Butler County Conservation District (BCCD). HRG will address these comments and resubmit a response to BCCD.

The Yenick family sent a thank you letter for planting a tree in the park.

The Supervisors discussed the Shakti Yoga Pilates Studio's request to use Harcrest Park for a weekly class this Summer through September. Supervisor Roth made the motion and Supervisor Ward seconded the motion to allow the Shakti Yoga Pilates Studio to use Harcrest Park for a weekly class this Summer through September. The motion was approved.

The Penn Township Sewage Enforcement Officer (SEO) and the Penn Township PWD have completed some additional soil water infiltration test pits for on-lot wastewater treatment in the proposed Phase II ellipse area and some additional test pits in the Phase I area. The SEO will provide a report for this work. No satisfactory locations have been found. The Supervisors will consider using a large holding tank at the proposed Phase II pavilion.

The bicycle repair station with an air pump and gauge has been delivered. The Penn Township Public Works Department will install this bicycle repair station on a concrete pad on the left side of the existing bike rack as shown on the HRG sketch in Harcrest Park.

The Park Committee met on June 26, 2024. The Committee will be expanded from five members to seven members. One new member will replace Karen Trempus. The Committee has nominated William Giebel, Janet Sperling, and a third person to be named in the future to the Committee.

The next Park Committee meeting will be held on August 21, 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 "2024 Park Minutes" folder as soon as they have been approved by the Park Committee.

South Butler Community Library

The Supervisors discussed the South Butler Community Library's request to use Harcrest Park for a meet-up group on July 22, 2024, from 6:00 to 7:00 p.m. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the South Butler Community Library's request to use Harcrest Park for a meet-up group on July 22, 2024.

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

Construction of the pole foundations and other concrete work and the underground boring for the traffic light wiring has been completed. The traffic poles are being fabricated now and will be available in late Summer.

The Penn Township PWD and M and B Services LLC replaced the the existing storm drain and catch basins across East Airport Road at the Route 8 intersection. This work was completed on July 3, 2024.

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

Penn Township Community Day update:

The Community Day committee will meet on Tuesday, July 16, 2024, at 10:00 a.m. in the Penn Township Meeting Room.

The 2024 Community Day event will be held on August 17, 2024, from 12:00 to 4:00 p.m.

Penn Township Impact Fee Committee Update:

Mr. Bonetti stated that the Traffic Impact Fee Committee and Gannett Fleming representative, Keith Johnson, are reviewing the Impact Fee ordinance revisions to the Land Use Assumptions draft report. This will be available for public comment in the immediate future.

Penn Township Comprehensive Plan Update:

The Committee met on June 12, 2024, and is reviewing the Comprehensive Plan Update draft.

The next Committee meeting will be held on July 18, 2024, at 6:30 p.m. in the Municipal Building meeting room.

Southwest Butler Stormwater Planning Committee

The Dodds Road Realignment and Streambank Stabilization Project construction started on May 20, 2024.

The Thorn Creek stabilization is complete and the realignment of Dodds Road has started.

The Dodds Road realignment bulk excavation has been completed. A significant amount of additional over-excavation was required.

Central Electric and the broadband companies are relocating the electrical and communications lines. The project will be completed in approximately three months.

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Southwest Butler Stormwater Planning Committee - Continued

The Southwest Butler Stormwater Planning Committee meeting was cancelled.

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.

Old Business

The Supervisors discussed Ordinance No. 177 amending Ordinance No. 152, entitled "Parks and Recreation Board" which increased the Park Committee from five members to seven members. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve the amended Ordinance No. 177, entitled "Parks and Recreation Board" to increase the number of members to seven. The motion was approved.

On June 26, 2024, the Park Committee recommended appointing one new member to replace Karen Trempus and two new members to fill the complement of seven members. William Giebel, Janet Sperling, and another person to be named at a later date were nominated. Supervisor Roth made the motion and Supervisor Ward seconded the motion to appoint William Giebel, Janet Sperling, and another person to be named at a later date to the Park Committee. The motion was approved.

The Park Committee appointed Doug Roth as Chairman and Secretary for one year, beginning on June 26, 2024.

The Park Committee's five-year terms are as follows:

Doug Roth - expires in 2026
Scott Gumto - expires in 2025
Melissa Heagy - expires in 2024
Theodosia Regal - July 2023 to June 2028
William Giebel - July 2024 to June 2029
Janet Sperling - July 2024 to June 2029
Unnamed member - ____ 2024 to ____ 2029

Butler County has received the Penn Township fully executed contract for 2023 CDBG funding and the environmental review.

Penn Township has designated this funding for housing rehabilitation and the demolition of an abandoned home at the corner of Old Plank and Mushrush Roads.

The Penn Township Solicitor will then begin the legal process to demolish this abandoned home following the grant requirements.

Butler County has advised that Penn Township has been awarded 2024 CDBG funding in the amount of \$85,408.00 for activity funds and \$18,671.00 for administrative funds for a total of \$104,079.00.

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Old Business - Continued

Penn Township has sent a Water Survey to residents in existing residential neighborhoods to better understand their freshwater needs and willingness to tap in if an affordable Municipal Water Authority of Adams Township (MWAAT) freshwater solution is developed. Mrs. Tempalski reported that 649 water surveys were sent out. There have been 283 returned to date with 189 in favor of potentially receiving affordable MWAAT water, 81 not in favor, and 13 unsure.

Penn Township will share the results of this survey with the MWAAT to help them prepare accurate costs for the water service construction debt surcharge. These results will be tabulated by street name.

Pennsylvania, Penn Township, and MWAAT do not require a mandatory freshwater tap-in, unlike the Pennsylvania wastewater mandatory tap-in.

The greater participation in an existing development, the less the unit cost. MWAAT can use available low-interest, long-term financing for new freshwater service construction costs.

Recent discussions have initiated a study to develop costs to maintain existing water wells, pumps, storage tanks, and water treatment systems.

A future meeting will be scheduled to review the survey results, MWAAT's response, and the costs of maintaining existing water wells.

The Supervisors discussed Resolution Number 568, entitled, "Omnibus Zoning Ordinance Amendment which is the Board of Supervisors making it officially pending while under review. The Planning Commission is reviewing the Supervisor's comments and will provide recommendations.

The Supervisors discussed preparing a request to use Community Development Block Grant (CDBG) funds for a Harcrest Park handicap-accessible trail from the Maintenance Building to the gazebo. HRG has already provided preliminary drawings. The Supervisors discussed the HRG design services proposal to further investigate, and prepare drawings, and cost estimates for a Harcrest Park handicap-accessible trail to the gazebo on an hourly basis. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the HRG design services proposal to further investigate, and prepare drawings, and cost estimates for a Harcrest Park handicap-accessible trail to the gazebo on an hourly basis. The motion was approved.

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New Business

The Supervisors discussed the Dodds Road Realignment and Streambank Stabilization project CRS Contracting Change Order No. 1 for additional Geogrid over the excavation area and underdrain and for the over-excavation and replacement of an additional 910 c.y. unsuitable material per the Contract Unit Prices in the amount of \$26,208.23. The contract included 1,250 c.y. of over-excavation. All excavation was performed following the Geotechnical Engineer's inspection and direction. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve the CRS Contracting Change Order No. 1 for additional Geogrid over the excavation area and underdrain and for the over-excavation and replacement of unsuitable material per the Contract Unit Prices in the amount of \$26,208.23. The motion was approved.

The Supervisors discussed the HRG proposal Dodds road Realignment and Streambank Restoration Project Supplement #01 dated June 11, 2024, for additional engineering design services to provide additional Dodds Road realignment requirements and maintain wetland disturbances within regulatory thresholds. Additional engineering services for permitting were the result of changing the design from onsite wetland mitigation to purchasing mitigation credits instead of onsite mitigation as outlined in the HRG email, dated October 2, 2023. These mitigation credits were not expected to be available when the design started, however, DEP subsequently advised that they would be available and the design was revised accordingly. The purchasing of mitigation credits saved the conservation easement, a five-year monitoring period, and no DEP review of the mitigation area. The total additional design cost is \$32,150.00. Supervisor Roth made the motion and Supervisor Ward seconded the motion to approve the HRG proposal, dated June 11, 2024, for additional engineering design services to provide additional Dodds Road realignment requirements and maintain wetland disturbances within regulatory thresholds. Additional engineering services for permitting were the result of changing the design from onsite wetland mitigation to purchasing mitigation credits instead of onsite mitigation. The total additional design cost is \$32,150.00. The motion was approved.

The Supervisors discussed the HRG proposal Harcrest Park Phase II Supplement #02, dated June 11, 2024, for additional engineering services relating to moving the Harcrest Park Phase II development improvements to the new property parcel, including additional site survey, wetland delineation, grading and site design, and stormwater management design, in the amount of \$19,750.00. Additional design services related to site water service, onsite sanitary, and other additional services will be performed on an as-needed, Time and Material basis. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the HRG proposal, dated June 11, 2024, for additional engineering services relating to moving the Harcrest Park Phase II development improvements to the new property parcel, including additional site survey, wetland delineation, grading

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New Business - Continued

and site design, and stormwater management design, in the amount of \$19,750.00. Additional design services related to site water service, onsite sanitary, and other additional services will be performed on an as-needed, Time and Material basis. The motion was approved. The Supervisors discussed purchasing security cameras for Harcrest Park. Additional electrical outlets will be required. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to obtain proposals for security cameras in Harcrest Park. The motion was approved.

Act 537 - Saxonburg Authority

Supervisor Roth stated that the Authority conducted general business.

The next SAA meeting will be held on July 16, 2024.

Audience Participation

Ms. Vanessa Zanolli introduced herself as the Helltown Manager and stated that she attended the meeting to address concerns raised by neighbors. Mrs. Maria Kletzli discussed loud band noise at Helltown events.

Mr. Ben Kohser expressed concern that bringing public water into the Township would make it become more urbanized. Supervisor Ward stated that the Township is working on the Comprehensive Plan Update which will provide recommendations to control the Township development. This update will be available for public comment and will be completed in the next several months.

Mr. Roger Davis stated that the recent Penn Township water survey was biased against groundwater wells. Supervisor Ward stated the Township is also investigating the costs of maintaining existing groundwater wells, pumps, storage tanks, and treatment systems to provide adequate quality and quantity water service. The survey intended to understand the needs of Township residents in the older existing residential developments and the opportunity to express their opinions on what type of water service they want in the future. Penn Township will share the survey information with MWAAT to allow them to provide more accurate estimates of their construction debt service costs for the existing development areas. Once this information is available, Penn Township will share the anticipated MWAAT service costs and the groundwater system maintenance costs with residents. The freshwater tap-in will not be mandated and residents will have an opportunity to choose the MWAAT water service or maintain their groundwater system based on their preference and relative costs.

Mrs. Nancy Swisher - Mrs. Nancy Swisher asked the question of how the decisions are made on who received the water survey. Sam Ward and Clinton Bonetti replied that the Township chose older residential plans and those along the Route 8 and Airport Road main lines. It was stated

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Audience Participation - Continued

that we know the cost, to some extent based on the densely populated areas. Nancy also asked the question of those currently tapped in from the main lines that were run along Route 8 and Airport Road, did they pay the large tap-in fee previously provided at that time? They paid the tap-in fee. Ms. Swisher asked if the businesses on Route 8 had a water bill of \$80.00 a month.

Will Burns stated he cannot get natural gas and is on propane. He has to maintain his well and septic as well as his propane tank. He asked why doesn't the Board push to have natural gas come to the area.

The discussion lasted approximately 25 minutes.

Jonathan Gavin - Stated he was affected by public sewage and had it forced on him. Was told no one will be forced to get water. Mr. Gavin also stated the Police did contact him about his abandoned vehicles but nothing has been done. Supervisor Ward explained the Police cannot give him the abandoned vehicle forms. They need to be there when the vehicles are removed and will then sign off on them. Supervisor Ward advised he may have a possible solution for him and they can discuss it after the meeting.

Executive Session - None.

Adjournment

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

The meeting adjourned at approximately 7:52 p.m.

The next Board of Supervisors meeting will be held on August 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