

Tuesday, June 11, 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 9 Township residents and visitors.

Minutes - May 14, 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, May 14, 2024, they are approved as presented. The motion was approved.

The Supervisors met in an Executive Session on June 11, 2024, to discuss personnel matters.

Correspondence

- Butler County Conservation District - Spring 2024
- Wendy Leslie - Economic Development and Planning
- Penn Township thank you letter to the Butler County Commissioners for the Butler County Use Fee \$50,000 Grant Award (PA \$5.00 tax on tires) and the Harcrest Park Phase II \$7,500 Grant award for stormwater piping materials to Penn Township. These awards and the ARLE and DCNR grants reduce our "Local Share" of Act 13 and Impact Fee Infrastructure funds for these projects.

Seminars

- BC3 Word and Excel classes for Clinton Bonetti and Nicole Tempalski.

Supervisor Mowry made the motion and Supervisor Roth seconded the motion to authorize attendance at this seminar. The motion was approved.

Treasurer's Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on May 14, 2024. ARPA Fund: \$0.00; Fire Tax Fund: \$10,412.86; Capital Savings Fund: \$0.00; Act 13 Fund: \$7,536.89; Township Fund: \$210,074.96; and State Fund: \$0.00. Deposits into the various Township Funds totaled \$182,929.61.

Balances were read as follows: ARPA Fund: \$555,967.26; Fire Tax Fund: \$210,815.66; Capital Savings Fund: \$189,976.65; Act 13 Impact Fund: \$963,470.42; Township Fund: \$302,102.41, and State Fund: \$328,485.34. Supervisor Roth made the motion and Supervisor Ward 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 May 2024 Zoning Reports.

Mr. Bonetti reviewed the Paul Beining subdivision. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve the Paul Beining subdivision. The motion was approved.

Police Department

Township Manager, Mrs. Zerfoss, read the May 2024 police and animal control reports.

Mrs. Zerfoss advised that the 2024 Dodge Durango police car has been placed in service.

Mrs. Zerfoss advised that the 2010 Ford Expedition police car has been placed on Municibid for sale.

Road Department

The Supervisors discussed the Jim Kriley proposal, dated June 6, 2024, to replace the oil pan on the 2016 Peter Built dump truck no. 6 for a cost of \$1,614.73. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to replace the oil pan on the 2016 Peter Built dump truck no. 6 for a cost of \$1,614.73. The motion was approved.

Recycling Report

Mrs. Zerfoss has scheduled the Penn Township 2024 recycling event on September 7, 2024. Additional details will be provided as soon as they are available. Residents must register online.

Parks and Recreation Department - Harcrest Park Phase II

The Penn Township Sewage Enforcement Officer (SEO) has suggested that we do 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 schedule this work with the Penn Township PWD.

The Penn Township Engineer, HRG, has submitted the NPDES application and received initial comments from the Butler County Conservation District (BCCD). HRG has submitted a response to BCCD.

The bicycle repair station with an air pump and gauge has been delivered for Harcrest Park. 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.

2024 recycling event on September 7, 2024. Additional details will be provided as soon as they are available. Residents must register online.

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Parks and Recreation Department - Harcrest Park Phase II-Continued

The next Park Committee meeting will be held on June 26, 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.

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

Construction of the pole foundations and other concrete work is in progress. 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.

Penn Township asked M and B Services LLC to provide a proposal to replace the existing storm drain across East Airport Road at the Route 8 intersection while they are performing excavation in the area. Penn Township will provide the new storm pipe, salvage the existing storm pipe, and assist as necessary.

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.

Meridian Road Closure:

The Meridian Road repair was completed on May 24, 2024.

Minutes of the meetings are posted on the Penn Township website www.penntownship.org, under "Documents" in the "Meridian Road Update" folder.

Meridian Road Bridge in Renfrew:

PennDOT has scheduled the replacement of the existing bridge with a two-lane bridge, beginning in 2027.

Penn Township Community Day update:

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

The Community Day committee will meet on Tuesday, June 18, 2024, at 10:00 a.m. in the Penn Township Meeting Room.

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.

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Penn Township Comprehensive Plan Update:

The next committee meeting is on June 12, 2024, at 6:30 p.m. in the Penn Township Municipal Building meeting room. The committee is reviewing the Comprehensive Plan Update draft.

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 started. The project will be completed in approximately three months.

The Southwest Butler Stormwater Planning Committee will meet again on June 12, 2024.

The Connoquenessing Water Shed Alliance presented a picture of a rehabilitated stream area to Penn Township for cooperation on several projects.

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

Penn Township is preparing a Water Survey for residents in existing residential neighborhoods to better understand their freshwater needs and willingness to tap in if an affordable solution is developed.

Penn Township will share the results of this survey with the Municipal Water Authority of Adams Township (MWAAT) to help them prepare accurate costs for the water service.

Penn Township does not require a mandatory freshwater tap-in, unlike the 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.

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New Business

The Supervisors discussed Resolution Number 568, entitled, "Omnibus Zoning Ordinance Amendment which is the Board of Supervisors making it officially pending while under review. Supervisor Roth made the motion and Supervisor Ward seconded the motion to table Resolution Number 568, entitled, "Omnibus Zoning Ordinance Amendment which is the Board of Supervisors making it officially pending while under review. The motion was approved.

Mrs. Zerfoss requested a motion to remove Nicole Tempalski from probation as she is doing a good job and to give her a 5% raise. The Supervisors discussed removing Nicole Tempalski from probationary status for Administrative Assistant. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to remove Nicole Tempalski from probationary status. Mrs. Tempalski will receive a five-percent raise. The motion was approved.

Mrs. Zerfoss reviewed the Compliance Audits for the Non-uniformed and Uniformed Pension Plans.

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 will request a design services proposal from HRG to further investigate, and prepare drawings, and cost estimates for a Harcrest Park handicap-accessible trail to the gazebo. Mowry made the motion and Supervisor Roth seconded the motion requesting a design services proposal from HRG to further investigate, and prepare drawings, and cost estimates for a Harcrest Park handicap-accessible trail to the gazebo. The motion was approved.

The Supervisors discussed purchasing another chair cart and a table carrier. Supervisor Roth made the motion and Supervisor Ward seconded the motion to purchase another chair cart and a table carrier. The motion was approved.

Mrs. Zerfoss read Resolution 569, America 250PA. The Supervisors discussed Resolution Number 569, entitled "America250PA" to celebrate the 250th Birthday of the United States in 2026 and Pennsylvania's leading role in commemorating this event. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to approve Resolution Number 569, entitled "America250PA" to celebrate the 250th Birthday of the United States in 2026 and Pennsylvania's leading role in commemorating this event. The motion was approved.

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New Business - continued.

The Supervisors discussed the M and B Services, LLC proposal, dated June 6, 2024, for providing the License Plante Reader (LPR) camera system stainless steel enclosure, electrical power wiring and breaker, and for pulling the camera and control cables for a cost of \$2,900.00. This proposal does not include the material cost of the camera and control cables which will be invoiced separately. Supervisor Mowry made the motion and Supervisor Roth seconded the motion to approve the M and B Services, LLC proposal, dated June 6, 2024, for providing the License Plante Reader (LPR) camera system stainless steel enclosure, electrical power wiring and breaker, and for pulling the camera and control cables for a cost of \$2,900.00. This proposal does not include the material cost of the camera and control cables which will be invoiced separately. The motion was approved.

Supervisor Roth discussed the 2024 Road Paving project. Supervisor Roth made the motion and Supervisor Ward seconded the motion to advertise the 2024 Road Paving project for bid. The motion was approved.

The Supervisors discussed advertising the old meeting room chairs for free on Marketplace. Supervisor Ward made the motion and Supervisor Mowry seconded the motion to advertise the old meeting room chairs for free on Marketplace. The motion was approved.

Act 537 - Saxonburg Authority

Supervisor Roth stated that the Authority working on the wastewater line near the abandoned treatment plant on Dinnerbell Road. The Authority will also pay for one-half the cost to replace the siding on the Borough Building.

The next SAA meeting will be held on June 18, 2024.

Audience Participation

Mr. David Trainor pointed out that the berm has been eroded by recent heavy storms along several areas of PA State Route 8 causing a dangerous hazard. Supervisor Ward will contact PennDOT District 10 to have this condition repaired.

Jonathan Gavin discussed the Penn Township Police notice that all "Junk" vehicles are to be removed from his property. He stated he wants the abandoned vehicle paperwork as he has a scrapper who will take the vehicles if he can get the abandoned paperwork. Supervisor Ward stated that he and the Township Manager would talk to Sgt. Cranmer regarding this situation.

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Executive Session - None.

Adjournment

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

The meeting adjourned at approximately 6:55 p.m.

The next Board of Supervisors meeting will be held on July 9, 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