



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

Agenda 12/10/24

Meeting No. 12 of 2024

Present:

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

1. Call meeting to order:

2. Minutes of November 12, 2024, Board of Supervisors meeting:

- o Motion to approve the minutes.
 Motion by ____ 2nd by ____ Discussion?

3. Executive Session:

- o The Supervisors and Administrative Staff met on Monday December 9, 2024, to discuss personnel matters.
- o The supervisors met on November 21, 2024, to discuss implementing updated Policies and Procedures and personnel matters.

4. Audience Participation:

5. Correspondence:

- o PSATS News Bulletin-November 2024
- o DCED Recognizing Excellence Public Service Nominations.
- o Notification letters from Butler County Property Revenue - Butler County Airport Hangers.
- o Thank you letter from SEI for the purchase of equipment.
- o Approval Letter Revision from the DEP.
- o PCCA Year at a Glance Offerings
- o Local Government Academy Participation Certificate.

6. Seminars:

- o PSATS Municipal Government Training and Guidance
- o Active Shooter Training located at the Fellowship Baptist Church in Baden on December 17th & 18th from 8am-5Pm.

Tuesday December 10, 2024

Seminars Continued..

- o Pennsylvania Housing Research Center Conference
 - March 26th-27th 2025
- Motion by ____ 2nd by ____ Discussion?

7. Treasurer's Report:

- o 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, and Treasury Report Fund Totals.
- o Motion to receive the Treasurer's Report.
 Motion by ____ 2nd by ____ Discussion?

8. Zoning Report:

- o November 2024 Zoning Report.

9. Police Report:

- o Police Report November 2024.

10. Road Department Report:

- o 2024 Ford F600 Truck has been delivered and is to be sent for undercoating.
- o Motion to approve replacing the damaged guide rail at Mushrush and Old Plank Roads for \$4,275.00.
 Motion by ____ 2nd by ____ Discussion?
- o Motion to approve upgrading the old 600 truck to have manual latches for the bed in the amount of \$2,000.00.
 Motion by ____ 2nd by ____ Discussion?
- o Motion to approve the purchase of Public Works winter coats in the amount of \$65.00 each and/or zip up winter sweatshirts in the amount of \$100.00 each.
 Motion by ____ 2nd by ____ Discussion?
- o Motion to repair the backhoe: Not to exceed \$6,500.00.
 Motion by ____ 2nd by ____ Discussion?

11. BCTCC Report:

- o No Report

12. Parks and Recreation:

- o Penn Township renewed the Butler County Conservation District NPDES General Permit for the Harcrest Park Phase II development.

Tuesday December 10, 2024

Parks and Recreation Continued..

- o HRG is continuing to prepare the construction documents for the Harcrest Park Phase II development.
- o The next Park Committee meeting will be _____.

13. ARLE Grant-Route 8 at Airport Road traffic light update:

- o Progress update.
- o The traffic light pole installation started on December 4, 2024. Construction is expected to be completed in approximately three weeks.

14. Penn Township Community Day update:

- o Community Day 2025 will be held on Saturday, August 16, 2025.

15. Penn Township Impact Fee Committee update:

- o Progress update.

16. Stormwater Management Committee:

- o Dodds Road progress update.
- o Southwest Butler Stormwater Planning Committee will meet on December 18 and January 15.

17. Old Business:

18. New Business:

- o Motion to approve Resolution 578 entitled "2025 Budget"
 Motion by ___ 2nd by _____ Discussion?
- o Board of Supervisors Organization Meeting being held on January 6, 2025, at 10AM.
 Motion by ___ 2nd by _____ Discussion?
- o Auditors Organization Meeting being held January 7, 2025, at 12PM virtually.
 Motion by ___ 2nd by _____ Discussion?
- o Reelected Tax Collector compensation increase, the request of 1% for each collection for 2026-2030 term.
 Motion by ___ 2nd by _____ Discussion?
- o Motion to approve Resolution 577 entitled "2025 Tax Levy"
 Motion by ___ 2nd by _____ Discussion?



Tuesday December 10, 2024

New Business Continued..

- o Motion to authorize Trans Associates to monitor the M and B Services onsite anchor bolt rotational tests on December 4, 2024, before the traffic poles are erected.

Motion by___ 2nd by____ Discussion?

- o Motion to approve Armstrong Business Solutions for a new phone system for the Township, Road Department and Fire Department.

Motion by___ 2nd by____ Discussion?

19. ACT 537 - Saxonburg Authority:

- o Monthly Report

20. Adjournment:

Motion by____ 2nd by____ Discussion?