



2025  
 Penn Township, Butler County  
 Board of Supervisors Meeting  
 157 East Airport Road  
 Butler, PA 16002

Agenda 2/11/25

Meeting No. 2 of 2025

**PUBLIC HEARING - 5:45 (GALA L.P.)**

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**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"/> Nicole Tempalski, Administrative Assistant<br><input type="checkbox"/> Police Department, _____ |
|---|---|
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**1. Call meeting to order:**

**2. Minutes of January 14, 2024, Board of Supervisors meeting:**

- o Motion to approve the minutes.  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?

**3. Executive Session:**

**4. Audience Participation:**

**5. Correspondence:**

- o PSATS News Bulletin-January 2025
- o The Pennsylvania Department of Transportation LTAP Bulletin for Winter 2025.
- o A letter from Armstrong informing us that they will be raising their rates.

**6. Seminars:**

- o PSATS Spring Conference- Nicole to attend?
  - May 4-7, 2025, in Hershey PA
- o Webinar Wednesdays through PSATS?
  - Webinars being offered on February 18 & 19.
- o Attendance at the PennDOT's 2025 Municipal Road Maintenance and Safety Symposium?
  - May 4-6, 2025, in Hershey.
- o BC3 Business Beginner Excel Course- Nicole & Clinton to attend?
  - Wednesday April 23, 2025, Full Day Course \$190/Person. Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?

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**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 \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?

**8. Zoning Report:**

- o January 2025 Zoning Report.
- o Property Maintenance Ordinance Discussion.
- o Motion to approve a Mixed-Use Site Plan dated 1/22/25 from Olsen Craft for Woodbrook Builders on Dodds Road?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o Motion to approve the conditional use for a Two-Family Dwelling on Huselton Drive for Gala L.P.?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o Motion to approve a site plan for a Two-Family Dwelling on Huselton Drive for Gala L.P.?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o Motion to approve a grading plan for 290 Pittsburgh Road owned by Shane McKinney?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o Motion to approve Resolution #583 PA DEP component 2 for Thomasmeyer/Carr subdivision on Three Degree Road?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o Motion to accept a time extension for Thomasmeyer/Carr Plan.  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?

**9. Police Report:**

- o Police Report January 2025.

**10. Road Department Report:**

- o January-February Road Department Report by Andrew Rockar

**11. BCTCC Report:**

- o No Report

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**12. Recycling:**

- o Motion to approve Noble Environmental Specialty Recycling to have a Recycling Event at the Township Building on Saturday September 6, 2025?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?

**13. Parks and Recreation:**

- o Motion to Approve the 2025 Butler County Park Renovation/Development Program Resolution #582?  
 Motion by \_\_\_\_  2<sup>nd</sup> by \_\_\_\_  Discussion?
- o The next Park Committee meeting will be \_\_\_\_\_.

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

- o Progress update.

**15. Penn Township Community Day update:**

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

**16. Penn Township Impact Fee Committee update:**

- o Progress update.

**17. Stormwater Management Committee:**

- o PSATS Road and Bridge Safety Improvement Award Program application must be submitted by March 7, 2025. Final payment request has been approved.

**18. Old Business:**

**19. New Business**

- o Motion to approve Resolution #581 for the \$2,085.00 HRG Proposal, dated January 29, 2025, to prepare the Pennsylvania Department of Community and Economic Development (PADCED) Municipal Assistance Program (MAP) grant application for the Penn Township Zoning Ordinance updates. This grant application is to be submitted by March 1, 2025?  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?
- o Motion to approve the \$40,250.00 HRG Proposal, dated January 29, 2025, to provide planning services for the Penn Township Zoning Ordinance updates. This will include addressing existing inconsistencies, revising terms and procedures, ensuring alignment with the PA Municipalities Planning Code (MPC), and maintaining consistency with the newly adopted 2024 Comprehensive Plan. The Zoning Ordinance Update will begin after the MAP grant award anticipated in November 2025 and will be completed in approximately twelve months?  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?

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**New Business continued..**

- o Motion to approve Lori Stearns' resignation from the Library Board and the township will need to appoint a new representative to the South Butler Library Board?  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?
  
- o Motion to approve the \$12,000.00 HRG Proposal, dated February 4, 2025, to provide additional support and enhancements to expand the GIS platform for asset management, reporting, and data sharing. The Penn Township 202 Budget account Line 414.250 anticipated this cost?  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?
  
- o Motion to approve the advertisement to bid Harcrest park Phase II. Dates will follow.  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?
  
- o Motion to advertise for a Public Works Department Laborer?  
 Motion by\_\_ 2<sup>nd</sup> by\_\_\_\_ Discussion?

**20. ACT 537 - Saxonburg Authority:**

- o Monthly Report

**21. Adjournment:**

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