



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

Agenda 6/10/25

Meeting No. 6 of 2025

Present:

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

2. Minutes of May 13, 2025, Board of Supervisors meeting:

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

3. Guest:

- o None.

4. Executive Session:

- o The Board of Supervisors met for personnel reasons on 6/9/25.


5. Public Comments:

6. Correspondence:

- o PSATS News Bulletin-May 2025.
- o Penn Christian is hosting a 1K Event on September 5, 2025. They are requesting to close Stepland Road during the event.
- o Butler County Conservation District - Newsletter Spring 2025
- o Butler County Conservation District - Review of Peoples Natural Gas Company Erosion and Sediment Pollution Control Plan
- o Letter of advance notice of work being completed in the township by Lindy Paving at the Old plank Road Intersection.

7. Seminars:

- o Request to send Officer Zarnick to an Enforcement of the PA Vehicle Inspection Regulations training class #5617.
 - July 21 to 22, 2025 at the Shenango Area Fire District Learning Center in New Castle.
- o Secretary/Manager Summit 06/24 - 25, \$179.00, Cranberry Twp
☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion? ☐



Tuesday, June 10, 2025

8. 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

9. Zoning Report:

- o May 2025 Zoning Report.
- o Letter received from the Butler County Board of Commissioners in the Planning Department stating they received the plan submission for #25102 Coy Subdivision.

10. Police Report:

- o Police Report May 2025.

11. Road Department Report:

- o Report regarding Country Club Road Concerns.
- o Road Department Monthly Report by Public Works Director Andrew Rockar.
- o Motion set to advertise the 2025 project.
☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion
- o Motion to purchase 4 tires for the backhoe not to exceed \$10,000?
☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion
- o Motion to rust-proof all trucks not to exceed \$2,000?
☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion

12. Public Relations:

- o South Butler Library will be hosting a Park Meetup at Harcrest Park on Tuesday June 17 from 6PM-8PM. They will also be placing a Story Time Trail at the park from June 15th - July 6th.

13. BCTCC Report:

- o No report.

14. Recycling:

- o Noble Environmental Specialty Recycling Event at the Township Building on Saturday, September 6, 2025. Registrations now available online at www.nobleenviro.com

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15. Parks and Recreation:

- o Harcrest Park Farm Photo History.
- o Progress Update.
- o The Greenways, Trails, and Recreation Program (GTRP) was submitted on May 30, 2025.
- o The next Park Committee meeting will be July 17, 2025, at 6:00 p.m.

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

- o Progress Update.

17. ARLE Grant-Route 8 at Church/Brownsdale Roads traffic light update:

- o Progress update.

18. Penn Township Community Day update:

- o Nicole's Report.
- o The Penn Township Community Day is Scheduled for Saturday August 16, 2025.

19. Penn Township Impact Fee Committee update:

- o Progress update.

20. Stormwater Management Committee:

- o The Next meeting will be Wednesday June 11th, 2025

21. Old Business:

- o Motion to approve the Harcrest Park HRG Field Order numbers 1, 2, 3, 4, 5, and 6.
☐ Motion by _____ ☐ 2nd by _____ ☐ Discussion?
- o Motion to approve Harcrest Park HRG Work Change Directives numbers 1 and 2, Change Order number 1, and unit prices.
☐ Motion by _____ ☐ 2nd by _____ ☐ Discussion?

22. New Business:

- o Motion to approve Resolution No. 587, entitled "Greenways, Trails and Recreation." The use of (GTRP) Grant of \$250,000 from the Commonwealth Financing Authority to be used for the Harcrest Park- Large Pavilion Construction Project.
☐ Motion by _____ ☐ 2nd by _____ ☐ Discussion?
- o Motion to approve material purchases for the Harcrest Park Phase 2A as follows:
 - Interstate Pipe & Supply underdrain pipe and fittings \$1,342.00 proposal dated June 2, 2025.

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New Business Continued...

- Keystone Electrical Supply underground electrical conduit and fittings \$3,354.31 proposal dated June 2, 2025.
- Supply House underground electrical junction boxes \$177.57 quotation dated June 4, 2025.
- Vector Technical Services underground electrical conduit trenching and installation \$__ proposal dated June __, 2025. The Penn Township Public Works Department will assist with the excavation of the underground conduit and its subsequent backfill.

☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion?

- o Field change directive for additional onsite of earth fill material?

☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion?

23. ACT 537 - Saxonburg Authority:

- o Monthly Report

24. Adjournment:

☐ Motion by ____ ☐ 2nd by ____ ☐ Discussion?